HTC SNAP

User Manual

www.htc.com

HTC
smart mobility

Please Read Before Proceeding

THE BATTERY IS NOT CHARGED WHEN YOU TAKE IT OUT OF THE BOX.

DO NOT REMOVE THE BATTERY PACK WHEN THE PHONE IS CHARGING.

YOUR WARRANTY IS INVALIDATED IF YOU DISASSEMBLE OR ATTEMPT TO DISASSEMBLE THE PHONE.

PRIVACY RESTRICTIONS

Some countries require full disclosure of recorded telephone conversations, and stipulate that you must inform the person with whom you are speaking that the conversation is being recorded. Always obey the relevant laws and regulations of your country when using the recording feature of your phone.

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Important Health Information and Safety Precautions

When using this product, the safety precautions below must be taken to avoid possible legal liabilities and damages. Retain and follow all product safety and operating instructions. Observe all warnings in the operating instructions on the product.

To reduce the risk of bodily injury, electric shock, fire, and damage to the equipment, observe the following precautions.

ELECTRICAL SAFETY

This product is intended for use when supplied with power from the designated battery or power supply unit. Other usage may be dangerous and will invalidate any approval given to this product.

SAFETY PRECAUTIONS FOR PROPER GROUNDING INSTALLATION

CAUTION: Connecting to improperly grounded equipment can result in an electric shock to your device.

This product is equipped with a USB Cable for connecting with desk-top or notebook computer. Be sure your computer is properly grounded (earthed) before connecting this product to the computer. The power supply cord of a desktop or

notebook computer has an equipment-grounding conductor and a grounding plug. The plug must be plugged into an appropriate outlet which is properly installed and grounded in accordance with all local codes and ordinances.

SAFETY PRECAUTIONS FOR POWER SUPPLY UNIT

- **Use the correct external power source**
  A product should be operated only from the type of power source indicated on the electrical ratings label. If you are not sure of the type of power source required, consult your authorized service provider or local power company. For a product that operates from battery power or other sources, refer to the operating instructions that are included with the product.

- **Handle battery packs carefully**
  This product contains a Li-ion battery. There is a risk of fire and burns if the battery pack is handled improperly. Do not attempt to open or service the battery pack. Do not disassemble, crush, puncture, short external contacts or circuits, dispose of in fire or water, or expose a battery pack to temperatures higher than **60˚C (140˚F)**.

WARNING: Danger of explosion if battery is incorrectly replaced. To reduce risk of fire or burns, do not disassemble, crush, puncture, short external contacts, expose to temperature above 60° C (140° F), or dispose of in fire or water. Replace only with specified batteries. Recycle or dispose of used batteries according to the local regulations or reference guide supplied with your product.

Li-ion

- **Take extra precautions**
  - Keep the battery or device dry and away from water or any liquid as it may cause a short circuit.
  - Keep metal objects away so they don't come in contact with the battery or its connectors as it may lead to short circuit during operation.
  - The phone should be only connected to products that bear the USB-IF logo or have completed the USB-IF compliance program.

- Do not use a battery that appears damaged, deformed, or discolored, or the one that has any rust on its casing, overheats, or emits a foul odor.
- Always keep the battery out of the reach of babies and small children, to avoid swallowing of the battery. Consult the doctor immediately if the battery is swallowed.
- If the battery leaks:
  - Do not allow the leaking fluid to come in contact with skin or clothing. If already in contact, flush the affected area immediately with clean water and seek medical advice.
  - Do not allow the leaking fluid to come in contact with eyes. If already in contact, DO NOT rub; rinse with clean water immediately and seek medical advice.
  - Take extra precautions to keep a leaking battery away from fire as there is a danger of ignition or explosion.

SAFETY PRECAUTIONS FOR DIRECT SUNLIGHT

Keep this product away from excessive moisture and extreme temperatures. Do not leave the product or its battery inside a vehicle or in places where the temperature may exceed **60°C (140°F)**, such as on a car dashboard, window sill, or behind a glass that is exposed to direct sunlight or strong ultraviolet light for extended periods of time. This may damage the product, overheat the battery, or pose a risk to the vehicle.

PREVENTION OF HEARING LOSS

CAUTION: Permanent hearing loss may occur if earphones or headphones are used at high volume for prolonged periods of time.

Note For France, mobile headphones, earphones, and wired remote controllers (listed below) for this device have been tested to comply with the Sound Pressure Level requirement laid down in NF EN 50332-1:2000 and/or NF EN 50332-2:2003 standards as required by French Article L. 5232-1.

1. Earphone, manufactured by HTC, Model name: HS S200.

SAFETY IN AIRCRAFT

Due to the possible interference caused by this product to an aircraft's navigation system and its communications network, using this device's phone function on board an airplane is against the law in most countries. If you want to use this device when on board an aircraft, remember to turn off the phone by switching to Flight Mode.

ENVIRONMENT RESTRICTIONS

Do not use this product in gas stations, fuel depots, chemical plants or where blasting operations are in progress, or in potentially explosive atmospheres such as fuelling areas, fuel storehouses, below deck on boats, chemical plants, fuel or chemical transfer or storage facilities, and areas where the air contains chemicals or particles, such as grain, dust, or metal powders. Please be aware that sparks in such areas could cause an explosion or fire resulting in bodily injury or even death.

EXPLOSIVE ATMOSPHERES

When in any area with a potentially explosive atmosphere or where flammable materials exist, the product should be turned off and the user should obey all signs and instructions. Sparks in such areas could cause an explosion or fire resulting in bodily injury or even death. Users are advised not to use the equipment at refueling points such as service or gas stations, and are reminded of the need to observe restrictions on the use of radio equipment in fuel depots, chemical plants, or where blasting operations are in progress.

Areas with a potentially explosive atmosphere are often, but not always, clearly marked. These include fueling areas, below deck on boats, fuel or chemical transfer or storage facilities, and areas where the air contains chemicals or particles, such as grain, dust, or metal powders.

ROAD SAFETY

Vehicle drivers in motion are not permitted to use telephony services with handheld devices, except in the case of emergency. In some countries, using hands-free devices as an alternative is allowed.

SAFETY PRECAUTIONS FOR RF EXPOSURE
- Avoid using your device near metal structures (for example, the steel frame of a building).
- Avoid using your device near strong electromagnetic sources, such as microwave ovens, sound speakers, TV and radio.
- Use only original manufacturer-approved accessories, or accessories that do not contain any metal.
- Use of non-original manufacturer-approved accessories may violate your local RF exposure guidelines and should be avoided.

INTERFERENCE WITH MEDICAL EQUIPMENT FUNCTIONS
This product may cause medical equipment to malfunction. The use of this device is forbidden in most hospitals and medical clinics.

If you use any other personal medical device, consult the manufacturer of your device to determine if it is adequately shielded from external RF energy. Your physician may be able to assist you in obtaining this information.

Turn the phone OFF in health care facilities when any regulations posted in these areas instruct you to do so. Hospitals or health care facilities may be using equipment that could be sensitive to external RF energy.

HEARING AIDS
Some digital wireless phones may interfere with some hearing aids. In the event of such interference, you may want to consult your service provider, or call the customer service line to discuss alternatives.

NONIONIZING RADIATION
This product should be operated in the suggested normal condition only to ensure the radiative performance and safety of the interference. As with other mobile radio transmitting equipment, users are advised that for satisfactory operation of the equipment and for the safety of personnel, it is recommended that no part of the human body be allowed to come too close to the antenna during operation of the equipment.

Use only the supplied integral antenna. Use of unauthorized or modified antennas may impair call quality and damage the phone, causing loss of performance and SAR levels exceeding the recommended limits as well as result in non-compliance with local regulatory requirements in your country.

To assure optimal phone performance and ensure human exposure to RF energy is within the guidelines set forth in the relevant standards, always use your device only in its normal-use position. Do not touch or hold the antenna area unnecessarily when placing or receiving a phone call. Contact with the antenna area may impair call quality and cause your device to operate at a higher power level than needed. Avoiding contact with the antenna area when the phone is IN USE optimizes the antenna performance and the battery life.

General Precautions

- **Avoid applying excessive pressure to the device**
  Do not apply excessive pressure on the screen and the device to prevent damaging them and remove the device from your pants' pocket before sitting down. It is also recommended that you store the device in a protective case. Cracked display screens due to improper handling are not covered by the warranty.

- **Device getting warm after prolonged use**
  When using your device for prolonged periods of time, such as when you're talking on the phone, charging the battery or browsing the web, the device may become warm. In most cases, this condition is normal and therefore should not be interpreted as a problem with the device.

- **Heed service markings**
  Except as explained elsewhere in the Operating or Service documentation, do not service any product yourself. Service needed on components inside these compartments should be done by an authorized service technician or provider.

- **Damage requiring service**
  Unplug the product from the electrical outlet and refer servicing to an authorized service technician or provider under the following conditions:
  - Liquid has been spilled or an object has fallen into the product.
  - The product has been exposed to rain or water.
  - The product has been dropped or damaged.
  - There are noticeable signs of overheating.
  - The product does not operate normally when you follow the operating instructions.

- **Avoid hot areas**
  The product should be placed away from heat sources such as radiators, heat registers, stoves, or other products (including, but not limited to, amplifiers) that produce heat.

- **Avoid wet areas**
  Never use the product in a wet location.

- **Avoid using your device after a dramatic change in temperature**
  When you move your device between environments with very different temperature and/or humidity ranges, condensation may form on or within the device. To avoid damaging the device, allow sufficient time for the moisture to evaporate before using the device.

  NOTE: When taking the device from low-temperature conditions into a warmer environment or from high-temperature conditions into a cooler environment, allow the device to acclimate to room temperature before turning on the power.

- **Avoid pushing objects into product**
  Never push objects of any kind into cabinet slots or other openings in the product. Slots and openings are provided for ventilation. These openings must not be blocked or covered.

- **Mounting Accessories**
  Do not use the product on an unstable table, cart, stand, tripod, or bracket. Any mounting of the product should follow the manufacturer's instructions, and should use a mounting accessory recommended by the manufacturer.

- **Avoid unstable mounting**
  Do not place the product with an unstable base.

- **Use product with approved equipment**
  This product should be used only with personal computers and options identified as suitable for use with your equipment.

- **Adjust the volume**
  Turn down the volume before using headphones or other audio devices.

- **Cleaning**
  Unplug the product from the wall outlet before cleaning. Do not use liquid cleaners or aerosol cleaners. Use a damp cloth for cleaning, but NEVER use water to clean the LCD screen.

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Chapter 1
Getting Started

1.1 Getting to Know Your Phone and its Accessories

Accessories
The following accessories are provided with the phone:

- Battery
- AC adapter
- USB sync cable
- Wired stereo headset
- Two accompanying discs
- Quick Start Guide

Notification LED
See "LED Alerts" in this chapter for details.

HOME
• Press to go to the Home Screen.
• Press and hold to display the Quick List.

Left SOFT KEY
Press to perform the command above the button.

TALK/SEND
• Press to answer an incoming call or dial a number.
• During a call, press and hold to toggle the speakerphone on and off.

Vibrate
Press and hold to toggle vibrate mode on and off.

Windows Live/Camera
• Press to open Windows Live.
• Press [FN] and this button to open the Camera.

Trackball

Keypad

Microphone
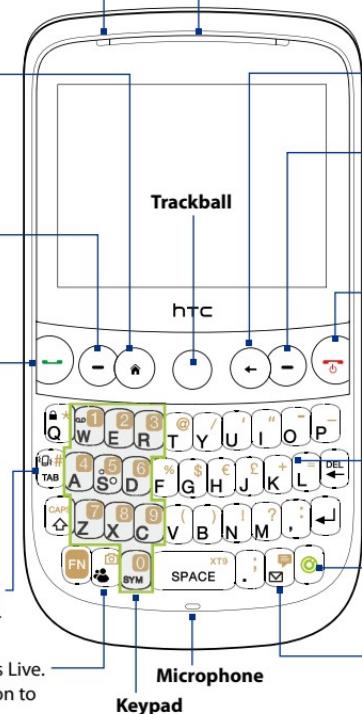
Earpiece
Listen to a phone call.

BACK
Press to go to the previous screen.

Right SOFT KEY
Press to perform the command above the button.

END/POWER
• Press to end a call or return to the Home screen.
• Press and hold to turn the phone on and off.

QWERTY keyboard
See "Using the QWERTY Keyboard" in this chapter for details.

Inner Circle
See "Inner Circle" in this chapter for details.

Messaging
• Press to open the Messaging screen.
• Press [FN] and this button to open SMS/MMS messaging.

Sync Connector/Earphone Jack
• Connect the supplied USB cable to synchronize information or plug in the AC adapter to recharge the battery.
• Connect the supplied USB stereo headset for hands-free conversation or for listening to audio media.

Speaker
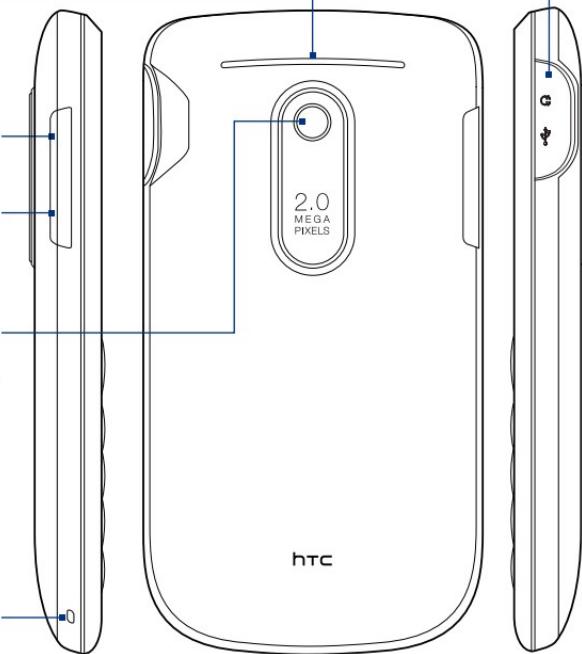
Volume Up
Press to increase the phone volume.

Volume Down
Press to decrease the phone volume.

2.0 Megapixel Camera
See "Taking Photos and Videos with the Phone Camera" in Chapter 10.

2.0
MEGA
PIXELS

hTC

Strap Holder

LED alerts

The notification LED indicated battery charging status and notification.

Light Behavior	Meaning
Sold Green	Battery is fully charged.
Flashing Green	MMS downloaded/new email/new MMS/new text message/missed phone call/new voicemail/reminder
Solid Amber	Charging
Flashing Red	Battery is low
Solid Red	Battery is totally discharged (shown when connected to AC)

Trackball

Roll the TRACKBALL to scroll left, right, up, or down. Pressing the center acts as the CENTER OK button to click items on the screen.

Note You can modify TRACKBALL settings such as sensitivity, repeat mode and more. Click **Start > Settings > Trackball**.

1.2 Installing the SIM Card, Battery, and Storage Card

SIM Card

Your SIM card is given to you by your wireless service provider and contains your basic subscriber information, such as your phone number and your address book.

You need to remove the back cover before you can install the SIM card, battery and storage card on your device. Also, make sure to always turn off the power before installing or replacing the SIM card and battery.

To remove the back cover

1. Make sure your device is turned off.
2. Hold the device securely with the front facing down.
3. With your thumb or finger, lift up the bottom of the back cover.
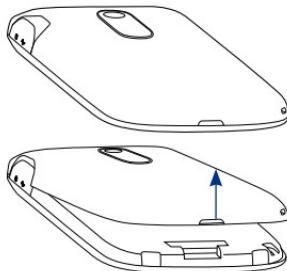
To replace the back cover

1. Secure the top part of the back cover first by aligning the two tabs on the back cover into the two openings located on the topmost part of the back of the device.
2. Press the bottom part of the back cover down to lock the cover into place. You will hear a click when the back cover is locked in place.

To install the SIM card

1. Locate the SIM card slot and unlock the SIM card lock by pressing it towards the battery compartment.

2. Insert the SIM card with its gold contacts facing down and the cut-off corner facing away from the slot (check the SIM card slot for the correct orientation when inserting the SIM card).

3. Slide the SIM card completely into the slot.

4. Press the SIM card lock closed to lock the SIM card in place.

SIM card lock

Cut corner
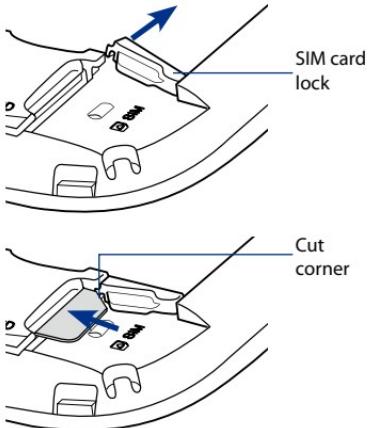
To remove the SIM card

1. Remove the battery if it is installed.

2. Unlock the SIM card lock.

3. Slide the SIM card out to remove it.

Storage Card

To have additional storage for your images, videos, music, and files, you can purchase a microSD™ card and install it into your device.

To install the microSD card

1. Remove the back cover.

2. Insert the microSD card into the slot with its gold contacts facing down until it clicks into place. Refer to the illustration above the SIM card slot for the correct orientation.

Note To remove the microSD card, press it to eject it from the slot.
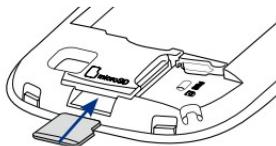
Battery

Your phone comes with a rechargeable Lithium-ion battery and is designed to use only manufacturer-specified original batteries and accessories.

To install the battery

1. Remove the back cover.

2. Align the exposed metal contacts on the edge of the battery with the prongs in the body of the phone.

3. Insert the contacts side of the battery first and then gently push the battery into place.

4. Replace the back cover.
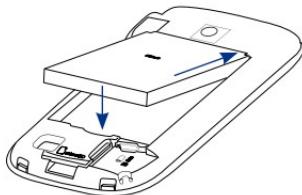
To remove the battery

1. Make sure your phone is turned off.

2. Remove the back cover.

3. There is a recessed area in the chassis near the bottom of the battery. From this recessed area, use your finger to pull the battery out and remove the battery.

Recessed area
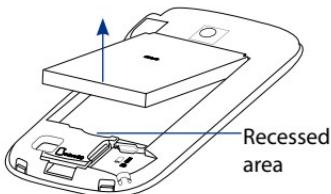
1.3 Charging the Battery

New batteries are shipped partially charged. Before you start using your phone, it is recommended that you install and charge the battery. Some batteries perform best after several full charge/discharge cycles.

To charge the battery

1. Connect the USB connector of the AC adapter to the sync connector on the top right side of your phone.

2. Plug in the AC adapter to an electrical outlet to start charging the battery.

Note Only the AC adapter and USB sync cable provided with your phone must be used to charge the phone.

Sync connector
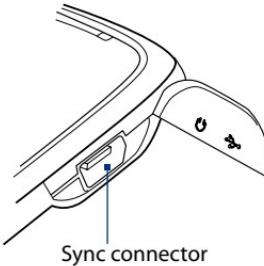
1.4 Starting Up

After installing your SIM card and battery and charging the battery, you can now power on and start using your phone.

Turning your phone on and off

To turn on the power

1. Press and hold the END/POWER button for a few seconds.

2. When you turn on your phone for the first time, the phone installs customization settings, then restarts.

To turn off the power

1. Press and hold the END/POWER button for a few seconds.

2. Select **Yes** on the confirmation screen.

1.5 Home Screen

The Home screen displays status indicators and HTC Home. The Home screen also gives you quick access to various applications and settings that you frequently use on your phone.

Home Screen

1 Click to display the Recent Programs list and the available programs in your phone.

2 HTC Home. See "HTC Home" in this chapter for details.

3 Displays notifications, such as missed calls or new messages.

4 Displays the network or connectivity status.

5 New email message from Inner Circle member. See "Inner Circle" in this chapter for details.

6 Displays the power status.

7 Displays the network signal strength.

8 Selected HTC Home panel.

9 Click to open the program, setting, or shortcut associated with the selected HTC Home panel.

To learn about the different icons/notifications that you may see on the Title bar of the Home screen, please see "Status Indicators" at the end of this section.

HTC Home

HTC Home lets you quickly access various information, applications, and settings on your phone.

Navigate through the panels on HTC Home by scrolling up or down with the Trackball. When a panel is selected, scroll left/right to go through the available options of that particular HTC Home panel. Open the item by pressing CENTER OK.

Home

Displays the current time and date. Click to open the **Clock & Alarm** screen where you can adjust the time and set alarms.

Tip   Pressing HOME while on the Home screen takes you to this panel.

Note   If Wi-Fi is turned on, the status will also be shown here.

Appointments

Lets you see your upcoming appointments for the day or set a new appointment. If you have more than one appointment for the day, scroll right to go through the appointments.
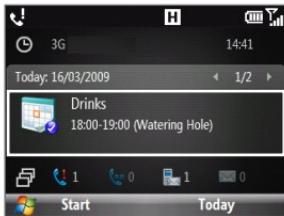
Notification

Displays your missed calls and voicemails.

Note   A different icon is shown if there is no picture associated with the contact.

Messages

Read snippets of your unread messages or create a new text or media (MMS) message. Click the message to open the full message.

Tip   Scroll left/right to go through your unread messages.
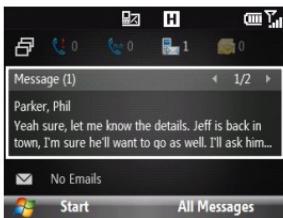
Email

View snippets of your unread emails or create a new email. Click the email to open the full email.

Tip   Scroll left/right to go through your unread emails.

Weather

View the weather conditions of a selected city. Press CENTER OK to view the 5-day forecast for the city.

To refresh the weather information, on the **Forecast** page click **Menu > Refresh**.

Tip   Click **Menu > Change City** on the **Foreceast** page to change the city

Internet Explorer

Quickly access your Internet Explorer Mobile favorites. Scroll right/left to go through your favorites and then press CENTER OK to go to the favorite page.

Music

Playback your music right on the Home screen. Press CENTER OK to play/pause music playback.

Getting Started

Scroll right/left to go through the available tutorials to learn basic features and settings of your phone. Press CENTER OK to view the selected tutorial.

Tip You can remove the Getting Started panel from HTC Home. To remove, scroll right until you see **Done! Getting Started** and then press CENTER OK. On the Getting Started screen, click the **Add/Remove** link.

Settings

Lets you quickly access the Comm Manager and Task Manager and change your profile, wallpaper, or ring tone.

Click **All Settings** to show all available settings.

Status Indicators

The following table lists common status indicators.

Icon	Description	Icon	Description
📧	New text message	**H**	HSDPA network available
✉	New email message	**H**.ıl	HSDPA in use
👤	New Live Messenger message	**3G**	WCDMA/UMTS network available
▲	Roaming	**3G**.ıl	WCDMA/UMTS in use
📞.ıl	Voice call in progress	**G**	GPRS available
⇄.ıl	Data call in progress	**G**.ıl	GPRS in use
📞↪	Calls forwarded	**E**	EDGE available
📞..	Call on hold	**E**.ıl	EDGE in use
📞!	Missed call	abc	Lowercase text input
🔋	Battery level	ABC	Uppercase text input, caps lock
🔋	Low battery	ABC	Uppercase text input
🔋!	Very low battery	12#	Numeric or symbol (labeled in green color on keyboard) input, locked
🔌	Battery charging	12#	Numeric or symbol input (labeled in green color on keyboard)
🔋ˣ	No battery or battery fault	XT9	XT9 text input mode, lowercase
📶	Signal strength	XT9	XT9 text input mode, uppercase
📡	Radio connected or no signal	XT9	XT9 text input mode, caps lock
📡ₓ	Radio off	✵	Bluetooth on

Icon	Description	Icon	Description
📵	No SIM card installed	🔵	Bluetooth in visible mode
🎤✕	Microphone muted	🎧	Bluetooth headset connected
📞	Speakerphone on	📶	Wi-Fi connected
🔇	Ringer off	📡	Connecting to wireless network
📳	Vibrate call alert	ℹ	Wi-Fi enabled, but phone not connected to a wireless network
◉	New Inner Circle email message.		

1.6 Start Menu

Your phone comes with several bundled programs that you can start using immediately. You can install or uninstall additional programs. our device does not allow you to uninstall most of the preinstalled programs.

Note Before you purchase additional programs, make sure that they are compatible with your device.

Click **Start** from the Home screen Home panel to see the available programs on your phone.

Tip You can enable a **Recent Programs** screen that displays the last 8 programs used.
To enable, on the Home screen, click **Start > Settings > Home Screen** and then select the **Show Recent Programs** check box. Enabling the Recent Programs screen takes you directly to the Recent Programs menu when you click **Start**.

Start menu

Click to show
more programs.

1.7 Quick List

The Quick List offers convenient access to a list of functions, such as locking your phone and keypad, opening Comm Manager, and choosing a different profile.

To access the Quick List

1. Press and hold the HOME button.

2. Select the desired option and click **Select**.

3. To exit the Quick List at any time, click **Cancel**.

Quick List	
1 Power off	
2 Lock	
3 Task Manager	
4 Comm Manager	
5 Normal	✓
6 Silent	
7 More...	
Select	Cancel
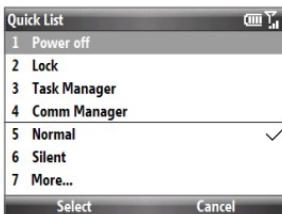
1.8 Inner Circle

Inner Circle™ enables you to group your most important contacts together in one location and access them with the press of a single key. Email messages from your Inner Circle members will be grouped together as well.

To display the Inner Circle screen

Do one of the following:

- Click **Start > Inner Circle**.

- Press the Inner Circle key ⊙.
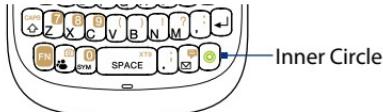
Inner Circle

The first time you run Inner Circle, a tutorial shows you how to use common features of the program. For details on using Inner Circle, see Chapter 5.

Tip To run the tutorial again at any time, open the Inner Circle program and press **Menu > Tutorial**.

1.9 **Entering Information**

You can enter text, numbers, and symbols using the QWERTY keyboard. The status indicator on the top-right side of the display screen displays the input mode that you are currently using. Press [FN] to toggle between uppercase, lowercase, and locked input when in any mode.

abc	Lowercase text input
ABC	Uppercase text input, caps lock
ABC	Uppercase text input
12#	Numeric or symbol (labeled in green color) input, locked
12#	Numeric or symbol (labeled in green color) input
xt9	XT9 text input mode, lowercase
xT9	XT9 text input mode, uppercase
xT9	XT9 text input mode, caps lock

Using the QWERTY Keyboard
You can do the following with the QWERTY keyboard.

- To type lowercase letters, press the keys using your thumbs or fingers.
- To use a single uppercase letter, press [⇧] and then press the corresponding key.
- To use all uppercase letters, press [FN] first and then press [⇧]. To change back to all lowercase letters, press these buttons again.
- To enter a number or symbol (labeled in brown), press [FN] and then press the corresponding key.
- To continuously enter numbers or symbols (labeled in brown), press [FN] twice. Press again to exit continuous input mode.
- To open the Symbol table while entering text, press [0].
- To backspace and delete a single character in any input mode, press the delete ([DEL]) or BACK (←) key.

- To backspace and delete an entire text or numeric field in any input mode, press and hold (⌫) or (←).
- Press the Space key to enter a space.
- Press [FN] to change between uppercase, lowercase, and caps lock within a text input mode.
- Press and hold [Q] to lock the keyboard. To unlock, press the left SOFT KEY and then press [Q].
- While on a text field, press [FN] and then press the space bar to display the text input options menu. (Pressing and holding [0] also opens this menu.)

Using XT9 mode

To form a word in XT9 mode, press the keys that contain the letters you want. As you enter letters, XT9 analyzes your key presses and attempts to complete the word. XT9 also tries to predict your next word based on previous sentences you have typed.

To enter text in XT9 mode

1. While on a text field, press [FN] and then press the space bar to display the text input options menu.
2. On the menu, select **Predictive Text > On**.

   Note You can choose a different XT9 language (if available) by selecting **Language** on the text input options menu, and then choosing the language you want.

   While typing, words will appear in a menu on the screen.

3. Scroll up or down to choose the word you want to insert, and then press CENTER OK.

To add custom words to the XT9 My Words list

Save words that you often use but are not in the English dictionary into the XT9 My Words list. Words that you add into the XT9 My Words list will appear in the predicted word list.

1. While on a text field, press [FN] and then press the space bar to display the text input options menu.

2. On the menu, select **XT9 My Words > Add**.

   Note You must first set Predictive Text to **On** before you can select **XT9 My Words** from the menu.

3. In the **Add/Edit Word** box, enter the word and click **Done**.

To edit or delete words in the XT9 My Words list, click **Menu** and then select the appropriate command in the menu.

To set XT9 settings

On the text input options menu, choose **XT9 Settings**. In the screen, choose the options you want and click **Done**.

Note You must first set Predictive Text to **On** before you can select XT9 Settings from the menu.

- **Spell Correction.** Corrects typographical errors by selecting from a list of possible words that reflect the characters of the keys you have pressed as well as characters of nearby keys.

- **Auto-Substitution.** Automatically adds an apostrophe when you type commonly contracted words (e.g. dont automatically becomes don't).

- **Word Completion.** Lets you select from a list of possible words based on the keys that you pressed and on the words available in the dictionary.

- **Word completion by.** Lets you choose which key to use to select a word from the word completion list.

Using Numeric mode

If a text box permits a numeric entry only, such as a phone number, the input mode automatically defaults to Numeric mode. However, if you need to enter numbers within a line of text, change to Numeric mode, and then change back to Multipress or XT9 mode to finish entering the text.

To enter numbers in text boxes

1. While on a text field, press [FN] and then press the space bar to display the text input options menu.
2. Select numeric mode (123) from the menu.
3. On the keypad, enter the number or numbers you want.
4. Change back to abc or XT9 input mode by selecting either mode from the text input options menu, and then finish entering your text.

1.10 Battery Information

Battery performance depends on many factors, including but not limited to your wireless service provider's network configuration, signal strength, and the temperature of the environment.

Battery life estimates (approximations):

- Talk time: Up to 510 minutes for GSM
              Up to 300 minutes for WCDMA

- Standby time: Up to 380 hours for GSM
              Up to 480 hours for WCDMA

WARNING! To reduce risk of fire or burns:
- Do not attempt to open, disassemble, or service the battery pack.
- Do not crush, puncture, shorten external contacts, or dispose of in fire or water.
- Do not expose to temperatures above **60˚C (140˚F)**.
- Replace only with the battery pack designated for this product.
- Recycle or dispose of used battery as stipulated by local regulation.

To check and optimize battery power

On the Home screen, click **Start > Settings > Power > Power Management**, and adjust the backlight, display, or light sensor settings.

If you do not want to charge the battery while the phone is connected to the computer, click **Start > Settings > Power > Power Management** and in **When device is turned on, do not charge the battery when connected to the PC**, select **On**.

To manage low battery

When the low-battery warning appears, do the following:

1. Immediately save your current data.

2. Synchronize with your PC or use the AC adapter to charge the battery.

3. Turn off your phone. Turn it back on only when you need to use it.

Chapter 2
Using Phone Features

2.1 Using the Phone

You can use your phone to make, receive, and keep track of voice calls, and send text messages (SMS, Short Message Service) and MMS (Multimedia Messaging Service) messages.

The Phone screen

From the Phone screen, you can open, call, or find a contact, and even save a new number in Contacts. To access the Phone screen, do any of the following:

- Press TALK/SEND.
- Enter the phone number by pressing the keys on the keypad.

Entering your PIN

Most SIM cards are preset with a personal identification number (PIN) that is provided by your wireless service provider. You may need to enter the PIN whenever you use your phone.

Enter your PIN when prompted and click **Done**.

Note If your PIN is entered incorrectly three times, the SIM card will be blocked. If this happens, you can unblock it with the PIN Unblocking Key (PUK) obtained from your wireless service provider.

You can change the SIM PIN by clicking **Start > Settings > Security > Change SIM PIN**.

Setting ring tones

You can choose how to be notified for incoming calls, reminders, new messages, alarms, and more.

To set a ring tone for incoming calls

1. On the Home screen, scroll down to the **Settings** panel.

2. Scroll right until you see **Ringtone** and then press CENTER OK.

3. On the Sounds screen, select a ringtone in **Ring tone** and then click **Done**.

If you select **Vibrate**, the sound is muted and the phone will vibrate when you receive a call. The Vibrate icon ( ) appears in the title bar. Selecting **None** in the **Ring tone** list mutes the phone. For more information about sounds, see "Choose how to be notified about events or actions" in Chapter 4.

2.2 Making a Call

With your phone, you can make calls from the Phone screen, from Contacts, Speed Dial, and Call History.

Note   To learn how to use Speed Dial, see "Speed Dial" in Chapter 10.

Making a call from the Phone screen

1. Press the TALK/SEND button.

2. Enter the phone number by pressing keys on the keypad and then press TALK/SEND. Press the BACK key if you need to backspace.

Tip   When you press a key on the keypad, a list of names and numbers is displayed as your phone searches Contacts, Call History, Speed Dial, and your SIM card to find a matching name or number. The next key you press continues to narrow the search. When you see the name of the person you want to call, select it, and press TALK/SEND.

Making a call from Contacts

1. On the Home panel, click **Contacts**.
2. Select the desired contact, and press TALK/SEND.

To specify the number to dial

By default, the mobile telephone number (m) of a contact is dialed when you make a call from Contacts; however, you can choose to dial a different phone number.

1. On the Home panel, click **Contacts**.
2. Select the contact.
3. Scroll left or right with the TRACKBALL. The letter representing the number changes to **m** (mobile), **w** (work), or **h** (home).
4. Press TALK/SEND to dial the number.
   - To view or edit information associated with the selected contact, click **Menu > Edit**.
   - To save a contact to your SIM card, click **Menu > Copy Contact > To SIM**.

To learn more about Contacts, see Chapter 5.

Making a call from Call History

1. On the Home screen, click **Start > Call History**.
2. Select a name or number, and press TALK/SEND.

In the Call History screen, press CENTER OK to view details, such as the dialed, missed, or received call, call duration, date, and time. Pressing CENTER OK again dials the associated number.

To customize calls

On the Call History screen, click **Menu** to select various options to customize and filter the calls made, received, or missed.

Note You can also save a number in Contacts by clicking **Save** on the Call History screen.

2.3 Receiving and Ending a Call

When you receive a phone call, you have the option to answer it or ignore it.

To answer or ignore an incoming call

- To answer the call, press the TALK/SEND button.
- To reject the call, press the END/POWER button.
- To reject the call and to send a text message to the caller's mobile phone, click **Send Text**.
- To mute the ringing sound without rejecting the call, click **Silence**.

To end a call
When a call is in progress, press the END/POWER button to hang up.

To set Advanced Phone settings
You can choose to reject a call with a text message and to set the phone to vibrate when the phone connection is established with the other party.

Click **Start > Settings > Phone > Advanced** and then select the options you want.

To change the default text message, click the default message and edit it. Then click **Done**.

2.4 In-Call Options

Your phone gives you various options when you are in a call.

To turn the speakerphone on and off
During a call, press and hold the TALK/SEND key to turn the speakerphone on or off. The speakerphone icon ( ) appears in the title bar when the speakerphone is on.

WARNING! To avoid damage to your hearing, do not hold your phone against your ear when the speakerphone is turned on.

To adjust the call volume
Press the VOLUME BUTTONS on the side of the phone.

To enable Call Waiting
Call Waiting should be enabled and supported for you to be notified of an incoming call when you are using the phone.

1. On the Home screen, click **Start > Settings > Phone > Call Waiting**.

2. After the settings have downloaded from the service provider, select the **Provide call waiting notifications** check box and click **Done**.

To answer another call

1. Click **Answer** to take the second call and put the first call on hold.

2. Do one of the following while you are online with two calls.
    • To end the second call and return to the first call, press END/POWER.
    • To switch between the two calls, press CENTER OK.

To set up a conference call
Not all service providers support conference call. Contact your service provider for details.

1. Either put a call on hold (press CENTER OK) and dial a second number, or, answer another incoming call during a call.

2. Click **Menu > Conference**.

Note   If the conference connection is successful, the word "Conference" appears on the screen.

2.5 Additional Dialing Information

Making an emergency call

Enter the appropriate emergency number for your locale, and press TALK/SEND.

Tip Additional emergency numbers may be included in your SIM card. Contact your service provider for details.

Making an international call

1. Press and hold the **0** (Zero) key on the keypad until "+" symbol appears.

2. Enter the full phone number, and press TALK/SEND.

   For example: +1-909-22222222, which is in the following format:
   +<country code>-<area code>-<phone number>.

Inserting a pause or long pause in a dialing sequence

Some international calls or phone numbers require a pause or long pause in the dialing sequence in order for the call to process successfully.

1. On the Home panel, click **Contacts**.

2. Select the contact and press CENTER OK to open the contact card.

3. Click **Menu > Edit**.

4. Position the cursor on the phone number where you want to insert a pause.

5. Click **Menu > Insert Pause** or **Insert Wait**. The letter "p" (Insert Pause) or "w" (Insert Wait) will appear in the number sequence to indicate where the pause or long pause will occur.

6. Click **Done**.

Notes • Long pause is not available for contacts stored on the SIM card.

  • When you call a number that contains a long pause, you must press TALK/SEND again to continue dialing.

2.6 SIM Tool Kit

A SIM card must be inserted in your phone in order to use this feature, which allows you to access a range of information services provided by your service provider.

1. On the Home screen, click **Start >** [icon].
2. To access a service, click the item in the list.

2.7 Setting Up Bluetooth SIM Access for Car Kit Phones

Car kits that support the SIM Access Profile (SAP) can connect to your phone and access its SIM card via Bluetooth.

Notes • Make sure that all phone contacts are stored in the SIM card and not in the phone memory. Configure the car kit to download contacts only from SIM card.

• Contact your wireless service provider to find out which car kit phone models are compatible with your phone.

1. In your phone, make sure that Bluetooth is turned on and set to Visible mode.
2. Click **Start > Settings > Connections > Bluetooth > SIM Access**.
3. On the BT Remote SIM Access screen, select the **Remote SIM Access** check box and click **Done**.
4. Connect the car kit phone to your phone via Bluetooth. To learn how to connect, consult your car kit phone's manual.
5. A pop-up message should appear on your phone saying that a connection has been established between your phone and car kit. Click **OK**.
6. On the BT Remote SIM Access screen, click **Done**.

Note You will not be able to make/receive calls, send/receive messages or perform related activities on your phone when the SIM Access Profile connection is active. You will be able to do all this from the car kit phone during this time.

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Chapter 3
Synchronizing Information with Your Computer

3.1 About Synchronization

You can take information from your computer wherever you go by synchronizing them to your phone. The following types of information can be synchronized:

- **Microsoft Outlook® information**, which includes Outlook email, contacts, calendar, tasks, and notes
- **Notes**, which are created using Microsoft® Office OneNote® 2007
- **Media**, such as pictures, music and video
- **Favorites**, which are the bookmarked links to your favorite web sites
- **Files**, such as documents and other files

Note You can also synchronize Outlook email, contacts, calendar, and tasks on your phone with the Exchange Server at your work. For more information about setting up your phone to synchronize with the Exchange Server, see Chapter 7.

Before you can synchronize, you will first need to install and set up the synchronization software on your computer. For information about installing and using the synchronization software on your computer, see "Using Windows Mobile Device Center" and "Installing and Using ActiveSync" in this chapter.

After installing the synchronization software on your computer, connect the device to your computer using the USB sync cable. Upon connecting the sync cable to your phone and your computer, the synchronization process starts automatically.

You can also synchronize information with your computer using Bluetooth. See "Synchronizing via Bluetooth" later in this chapter.:

Notes • ActiveSync or Windows Mobile Device Center only synchronizes data on your computer and device. If you have installed a storage card and you want to back up files from the storage card, use Windows Explorer on your computer to copy files from the storage card to your computer.

 • If you are sending your device for repair or performing a hard reset, data from your device will be lost. It is recommended that you sync your device to your computer to back up your files. To back up files from the storage card to your computer, use Windows Explorer to copy files from the storage card to the computer.

3.2 Setting Up Windows Mobile® Device Center on Windows Vista®

Microsoft Windows Mobile® Device Center is the replacement for Microsoft® ActiveSync® on Windows Vista®.

Note Some versions of Windows Vista come pre-installed with Windows Mobile Device Center. If Windows Mobile Device Center is not available on your Windows Vista, you can install it from the Getting Started Disc that came with your phone.

Setting up synchronization in Windows Mobile Device Center

1. Connect your phone to your PC. Windows Mobile Device Center configures itself and then opens.

2. On the license agreement screen, click **Accept**.

3. On the Windows Mobile Device Home screen, click **Set up your device**.

 Note Choose **Connect without setting up your device** if you only want to transfer media files, check for updates, and explore your phone but not sync Outlook information.

4. Select the information types that you want to synchronize then click **Next**.

5. Enter a phone name for your phone and click **Set Up**.

When you finish the wizard, Windows Mobile Device Center synchronizes your phone automatically. Notice that Outlook emails and other information will appear on your phone after synchronization.

3.3 Setting Up ActiveSync® on Windows® XP

On a Windows® XP computer, you need to use Microsoft ActiveSync® 4.5 or later. If you do not have this software on your computer, you can install it from the Getting Started Disc that came with your device.

Setting up synchronization in ActiveSync

1. Connect your device to your computer. The Synchronization Setup Wizard automatically starts and guides you to create a synchronization partnership. Click **Next** to proceed.

2. To synchronize your device with your computer, clear the **Synchronize directly with a server running Microsoft Exchange** check box, then click **Next**.

3. Select the information types that you want to synchronize, then click **Next**.

4. Select or clear the **Allow wireless data connections** check box according to your preference.

5. Click **Finish**.

When you finish the wizard, ActiveSync synchronizes your device automatically. Notice that Outlook e-mail messages and other information appear on your device after synchronization.

3.4 Synchronizing with Your Computer

Connect your phone to your PC to synchronize the information between your phone and PC. While your phone is connected, ActiveSync (or Windows Mobile Device Center on your PC) synchronizes every time you make a change on either the PC or your phone.

Starting and stopping synchronization

You can manually synchronize either from your phone or computer.

From your phone

Click **Start > ActiveSync**, then click **Sync**. To end synchronization before it completes, click **Stop**.

Tip   To delete a partnership with one computer completely, disconnect your phone from that computer first. In ActiveSync on your phone, click **Menu > Options**, select the computer name, then click **Menu > Delete**.

From Windows Mobile Device Center

1. Click **Start > All Programs > Windows Mobile Device Center**.
2. Click at the lower left of the Windows Mobile Device Center.

   To end synchronization before it completes, click .

From ActiveSync on your computer

When you connect your device to your computer, ActiveSync automatically opens on your computer and synchronizes.

- To manually start synchronization, click .
- To end synchronization before it completes, click .

Selecting information to synchronize

You can change the information types and the amount of information to synchronize for each type either on your phone or your computer. Follow the steps below to change synchronization settings on your phone.

Note   Before changing synchronization settings on your phone, disconnect it from your computer.

1. In ActiveSync on your phone, click **Menu > Options**.

2. Select the check box for any items you want to synchronize. If you cannot select a check box, you might have to clear the check box for the same information type elsewhere in the list.

3. To change synchronization settings for an information type, for instance, **Email**, select it and click **Settings**.

   You can then set the download size limit, specify the time period of information to download, and more.

Notes   • Some information types such as Favorites, Files and Media cannot be selected in ActiveSync Options on your phone. You can only select or clear these items from your computer's Windows Mobile Device Center or ActiveSync.

   • A computer can have sync partnerships with many different Windows Mobile powered phone, but a phone can have sync partnerships with at most two computers. To ensure that your phone will synchronize properly with both computers, set up the second computer using the same synchronization settings you used on the first computer.

   • Outlook email can be synchronized with only one computer.

Troubleshooting sync connection problems

In some cases, when the computer connects to the Internet or a local network, it may disconnect the connection with your phone in favor of the Internet or network connection.

If this happens, click **Start > Settings > Connections > USB to PC**, then clear the **Enable faster data Synchronization** check box. This makes your computer utilize a serial USB connection with your phone.

3.5 Synchronizing via Bluetooth

You can connect and synchronize your phone with the PC using Bluetooth.

Note To connect and synchronize your device with a computer via Bluetooth, your computer must have a built-in Bluetooth or installed with a Bluetooth adapter or dongle.

To synchronize with a computer via Bluetooth

1. Set up Windows Mobile Device Center or ActiveSync on your computer to synchronize through Bluetooth. See the program's Help for instructions.

2. Make sure that Bluetooth on both your device and the computer are turned on and set to visible mode. See "Bluetooth modes" in Chapter 8 for details. If this is the first time you have connected to this computer via Bluetooth, you must first complete the Bluetooth wizard on your device and set up a Bluetooth partnership between your device and the computer. For more information about creating a Bluetooth partnership, see "Bluetooth partnerships" in Chapter 8.

3. On your phone, click **Start > ActiveSync**.

4. Click **Menu > Connect via Bluetooth**.

Note To preserve battery power, turn off Bluetooth when not in use.

3.6 Synchronizing Music and Video

If you want to carry your music or other digital media along with you while you travel, set up Microsoft Windows Media Player on your computer to synchronize music and video with your phone.

Other than selecting the media information type in ActiveSync to be synchronized, all media synchronization settings must be set in Windows Media Player. Before media can be synchronized, you must do the following:

- Install Windows Media Player Version 11 on the PC. (Windows Media Player 11 works only in Windows XP or later versions).
- Connect your phone to the PC with a USB cable.
- Set up a sync partnership between the phone and Windows Media Player.

For more information about Windows Media Player on your phone, see "Windows Media Player Mobile" in Chapter 9.

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Chapter 4
Managing your Phone

4.1 Personalizing Your Phone

Setting up the Home screen
The Home screen is the starting place for most of the tasks you perform on your phone. You can gain access to all features and programs from the Home screen.

To customize the Home screen
1. On the Home screen, click **Start > Settings > Home Screen**.
2. In **Home screen layout**, **Colour scheme**, **Background image**, and **Time out**, select the options you want, and click **Done**.

To set a picture as the background
1. On the Home screen, scroll to the **Settings** panel.
2. Scroll right until you see **Background Image** and then press CENTER OK.
3. Select the picture you want to use by scrolling right/left and then clicking **Done**.

Setting the date, time, language, and other regional options
Your phone should already be set up with the regional settings that are appropriate for your locale.

To change regional settings
You can specify the language, locale, date and time style, as well as number and currency formatting options.

1. On the Home screen, click **Start > Settings > Regional Settings**.
2. In **Language**, select your preferred language.
3. In **Locale**, select the locale for the language you selected. The **Locale** option automatically changes the format of the remaining options (such as date, time, and currency) according to the locale you specify.
4. Click **Done**.

To set the date and time
1. On the Home screen, scroll to the **Home** panel and then press CENTER OK.
2. Click **Date and Time** and then set the **Time zone**, **Date**, and **Time**.
3. Click **Done**.

Choosing how to be notified about events or actions
A profile is a group of settings that determine how your phone will alert you to phone events such as incoming calls and notifications.

To change the current profile
1. On the Home screen, scroll to the **Settings** panel and then press CENTER OK (option should be **Profile**).
2. Select the profile you want to use and then click **Done**.

Tip   To quickly change the profile, press and hold the HOME button to display the Quick List, and choose a profile.

To edit a profile
1. On the Home screen, scroll to the **Settings** panel and then press CENTER OK (option should **Profile**).
2. Select the profile to edit and then click **Menu > Edit**.
3. Modify the settings and click **Done**. To cancel without saving the changes, click **Cancel**.

Tip   To revert to the default profile settings, click **Menu > Reset to default**.

To specify the sound for an event

1. On the Home panel, click **Start > Settings** > **Sounds**.

2. For the desired event, select a sound. Select **None** if you do not want to hear a sound.

3. Click **Done**.

Tip   When you select a sound, the sound plays. To hear it again, select **Menu > Play**.

To set sound for the keypad and keyboard

1. On the Home screen, click **Start > Settings > Sounds**.

2. In **Keypad control**, select a sound. Select **None** if you do not want to hear any sound while pressing a key.

3. Click **Done**.

To copy a sound to your phone

After a sound file is located on your phone, you can use it for a ring tone, notification, or reminder. Sound files in either .wav, .mid, .wma, or .mp3 formats can be used.

1. Connect the phone to your PC using a USB connection.

2. On your PC, copy the sound file you want.

3. In Windows Mobile Device Center, click **File Management > Browse the contents of your device**.
   Or
   In ActiveSync on your PC, click **Explore** and double-click **My Windows Mobile-Based Device**.

4. Save the sound file on your phone by going to **Application Data > Sounds**, and pasting the file into that folder.

To set an alarm
You can set 2 different alarms on your phone.

1. On the Home screen, scroll to the **Home** panel and then press CENTER OK.

2. Click **Alarm 1** or **Alarm 2**.

3. Set the Alarm settings you want and then click **Done**. An **Alarm** icon appears on the **Home** panel of HTC Home.

Alarm icon

Setting personal information

Entering and displaying owner information are best practices; they allow someone to return the phone to you in case it is lost.

To enter owner information

1. On the Home panel, click **Start > Settings > Owner Information**.

2. Enter the necessary information and click **Done**.

Setting performance and maintenance options

To change accessibility settings

1. On the Home panel, click **Start > Settings > Accessibility**.

2. Select your preference for the following:

    •   In **System font size**, set the size of the font that is displayed on the screen.

    •   In **Multipress time out**, set the length of time between keypresses when entering text in Multipress mode.

    •   In **Confirmation time out**, set the delay before an unconfirmed action times out.

    •   In **In-call alert volume**, set the volume for incoming call or receiving new message alerts while you are in a call.

3. Click **Done**.

To change power management settings

You can use Power Management to check the battery, and configure settings that prolong battery life.

   1. On the Home screen, click **Start > Settings > Power > Power Management**.

   2. Adjust the available settings:

   • In **Backlight brightness**, set the backlight brightness to a lower level for maximum battery life.

   • In **Backlight time out on battery/AC** and **Display time out on battery/ AC**, set the time when the backlight and display will turn off when the phone is left idle.

   • In **Adjust keypad backlight by light sensor**, select whether to turn it on or off. If this is turned on, the light sensor senses the dark conditions and activates a backlight under the keypad and keyboard.

   • In **When device is turned on, do not charge the battery when connected to the PC**, select **Off** if you want to charge the phone battery when the phone is connected to the computer through USB.

   3. Click **Done**.

Tip   **Main battery** indicates the amount of battery life remaining.

To find the operating system version number

On the Home screen, click **Start > Settings > About**.

To find the phone specification

On the Home screen, click **Start > Settings > Device Information**.

To turn on and off error reporting

   1. On the Home screen, click **Start > Settings > Error Reporting**.

   2. Select **Enable** or **Disable** and click **Done**.

4.2 Copying and Managing Files

You can copy files between your phone and computer, or copy files to a storage card installed on your phone. You can also efficiently manage your files and folders using File Explorer.

To copy files using Windows Mobile Device Center/ActiveSync to the PC

1. Connect your phone to your PC.
2. In Windows Mobile Device Center, click **File Management > Browse the contents of your device**.
   Or
   In ActiveSync on your PC, click **Explore**. This opens the Mobile Device folder for your phone.
3. Browse your phone for files that you want to copy to your PC.
4. Select and copy the files **[Ctrl + C]** and then paste them **[Ctrl+V]** to the destination folder in the PC.

Copying a file results in separate versions of a file on your phone and PC. Changes made to one file will not affect the other since the files are not synchronized.

To manage files to your phone using File Explorer

File Explorer provides many easy-to-use features for file and folder management.

To start File Explorer

File Explorer lets you browse and manage the contents of your phone. The root folder on the phone is named **My Device**, and contains the following folders: My Documents, Program Files, Windows, and more.

1. Click **Start > File Explorer**.
2. Click a folder or file to open it.
3. To return to an upper level folder, click **Up** and select the folder.

To copy files to a storage card
  1. Make sure that the storage card is properly installed on your phone. Check Chapter 1 for details.
  2. Click **Start > File Explorer** and navigate to the appropriate folder.
  3. Select the file you want to copy, then click **Menu > Edit > Copy**.
  4. Click **Up** until you get to the root folder (My Device) and then click **Storage Card** in the list.
  5. Click **Menu > Edit > Paste**.

4.3 Adding and Removing Programs

Before you purchase additional programs for your phone, make sure that they are compatible for Windows Mobile® 6.1 Standard operating system.

To add programs
  1. Download the program to your PC (or insert the disc that contains the program into your PC). You may see a single *.exe file, a *.zip file, a Setup.exe file, or several versions of files for different device types and processors. Be sure to select a program designed for your phone and processor type.
  2. Read the installation instructions that came with the program.
  3. Connect your phone to the PC and then double-click the *.exe file.

To remove a program
  1. On the Home screen, click **Start > Settings > Remove Programs**.
  2. Scroll to the program to remove and then click **Menu > Remove**.

4.4 Using Task Manager and Managing Memory

Checking Memory Status

To see how much memory is available

1. On the Home screen, click **Start > Settings > About**.

2. Scroll down to check the **Available Memory**.

To see how much storage space is available

1. On the Home screen, click **Start > Settings > About**.

2. Scroll down to check the **Available Storage**.

Using Task Manager

Task Manager allows you to view or stop the programs currently running on your phone.

To stop a running program in Task Manager

1. On the Home screen, click **Start > Accessories > Task Manager**.

2. On the Task Manger screen, select a program on the list and then click **End Task**.

   Tip To stop all running programs, click **Menu > End All Tasks**.

Click **Menu** to open a menu where you can change the view, sorting order, refresh the screen, and more.

Task Manager		
Application	Mem	CPU
Outlook Email	1.71M	0 %
ActiveSync	1.08M	0 %
Mon 16/03/2009	300K	0 %
Missed Calls	240K	0 %
Storage Card	196K	0 %
Task Manager	116K	1 %
End Task		Menu

4.5 Protecting Your Phone

You can protect your phone from unauthorized use by requiring a PIN (personal identification number) in order to make calls. Additionally, you can also lock the keypad/keyboard or the entire phone.

To enable the SIM PIN
1. On the Home screen, click **Start > Settings > Security > Enable SIM PIN**.
2. Enter your PIN, and click **Done**.

Note   To cancel without enabling the SIM PIN, click **Cancel**.

To disable the SIM PIN
1. On the Home screen, click **Start > Settings > Security > Disable SIM PIN**.
2. Enter your PIN, and click **Done**.

To change the SIM PIN
Be sure to make a note of your PIN. When the SIM PIN is enabled, you must provide this PIN to unlock the phone.

1. Click **Start > Settings > Security > Change SIM PIN**.
2. In **Old PIN**, enter the current PIN.
3. Enter and confirm the new PIN, and click **Done**.

To lock the keypad and keyboard
Locking the keypad and keyboard turns off its functionality. This is a helpful feature if, for example, the phone is turned on and in your pocket, and you want to prevent accidental keypresses.

On the Home screen, press and hold 🔘 for about 3 seconds. Once the keypad and keyboard are locked, the left SOFT KEY label changes to **Unlock**.

Tip   To quickly lock the keypad and keyboard, press and hold the HOME button to display the Quick List, and select **Lock.**

Note   You can still receive calls and make emergency calls when the keypad and keyboard are locked.

To unlock the keypad and keyboard

On the Home screen, click **Unlock** and press 🔘*.

To enable the phone lock

1. On the Home screen, click **Start > Settings > Security > Device lock**.
2. Select **Prompt if device unused for**, then select the amount of time for the phone to be inactive before automatically locking.
3. Select the **Password type**, then enter and confirm your password.
4. Click **Done**.

Note Once you configure the phone lock settings, you can enable the phone lock from the Quick List directly without configuring the settings again.

To disable the phone lock

Click **Unlock** and then enter the password you have set to unlock your phone.

To encrypt files on the microSD card

Click **Start > Settings > Security > Encryption** and select **Encrypt files placed on storage cards**.

4.6 Restarting Your Phone

Restart your phone when a program is not performing properly or the phone is not responding to any keypresses.

To restart the phone

1. Remove the battery.
2. Wait for three seconds, then reinsert the battery and turn on your phone.

WARNING! If the phone is restarted while a program is running, any unsaved work will be lost.

4.7 Resetting Your Phone

Resetting your phone will remove all the data from its memory and restore the phone back to the factory default settings.

Note   If **Encrypt files placed on storage cards** is or was enabled before, then backup all files from the storage card BEFORE using Clear Storage or updating the ROM system software. Otherwise you will no longer be able to access the encrypted files on the storage card. Use ActiveSync or Windows Mobile Device Center to transfer files between your storage card and computer. After the procedure, copy your files back to the storage card.

WARNING!   Because all your data will be deleted, it is recommended that you back up your data first before resetting your phone.

To reset your phone
   1. Click **Start > Accessories > Clear Storage**.
   2. Follow the on-screen instructions to reset the phone. The phone will restart after it has been reset.

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Chapter 5
Organizing Phone Information

5.1 Contacts

Contacts is your address book and information storage for the people and businesses you communicate with. If you use Outlook on your PC, you can synchronize contacts between your phone and PC.

Creating a contact on your phone

To create a new contact on your phone

1. On the Home panel, click **Contacts > New > Outlook Contact**.
   To create a new contact on your SIM card, select **SIM Contact**. You can also use SIM Manager to add contacts to your SIM card. For more information about SIM Manager, see "SIM Manager" in this chapter.

2. Enter information for the new contact.
   - To easily identify the caller, you can assign a custom ring tone to each Outlook contact. To assign a custom ring tone, scroll down to **Custom ring tone**, and select the desired ring tone.
   - To assign a picture to a contact, scroll down to **Picture**, click **Select a picture** and choose the picture you want. To remove the picture, click **Menu > Remove Picture**.

3. Click **Done**.

Tips
- If someone who is not in your list of contacts calls, you can quickly create a contact from Call History by clicking **Menu > Save to Contacts**.
- If someone who is not in your list of contacts sends you a message, select the message in the message thread and and press Enter. You are prompted to create a new contact for the person.

Editing and calling a contact

To view and edit a contact information

1. On the Home panel, click **Contacts**.
2. Select the contact whose information you want to view or edit and click **Menu > Edit**.
3. When finished making changes, click **Done**.

To call a contact from the contact list

1. On the Home panel, click **Contacts**.
2. Select the contact to call and press TALK/SEND. The contact's default phone number is dialed.

Tip   To call a phone number other than the default, click the contact, scroll to the number you want to dial, and press TALK/SEND.

Finding a contact

To find a contact

1. On the Home panel, click **Contacts**.
2. Do one of the following:

   - Begin entering a name or phone number of the contact until the contact is displayed. When you press a key, such as **S**, you find first and last names that begin with **S**. The next key you press continues to narrow the search.
   - If you have assigned categories (e.g. Business) to your Outlook contacts, you can filter the contact list by categories. In the contact list, click **Menu > Filter** and then click a category. To show all contacts again, select **All Contacts**.
   - If you have entered information under **Company** for your Outlook contacts on your phone, you can quickly locate the contacts that work for a specific company. In the contact list, click **Menu > View By > Company**. Click the company to see the contacts who work there.

Note   If you are not in Name view, click **Menu > View By > Name**.

Sharing contact information

To beam contact information to another device via Bluetooth

1. On the Home panel, click **Contacts** and then select the contact whose information you want to beam.

2. Click **Menu > Send Contact > Beam**.

3. Select the device where you want to beam the contact details to and click **Beam**.

Note Before you can beam, make sure Bluetooth is turned on and set to Visible mode on your phone and the target mobile device. For more information, see "Bluetooth" in Chapter 8.

To send contact information via a text message

1. On the Home panel, click **Contacts** and then select the contact whose information you want to send.

2. Click **Menu > Send Contact > SMS/MMS**. Select the contact information that you want to send and click **Done**.

3. In the new text message, enter the mobile phone number of the person to whom you are sending the contact information to and click **Send**.

To send contact information via MMS

1. On the Home panel, click **Contacts**.

2. Select a contact, then click **Menu > Send as vCard**.

3. Enter the recipient in **To** of the MMS message, then click **Send**.

If the recipient accepts the beam, text message, or MMS message, the contact information you sent are automatically saved in that person's Contacts list.

5.2 Using Inner Circle

Inner Circle™ enables you to group your most important contacts together in one location and access them with the press of a single key. Email messages from your Inner Circle members will be grouped together as well.

To display the Inner Circle screen
Do one of the following:

- Click **Start > Inner Circle**.

- Press the Inner Circle key (⊙).
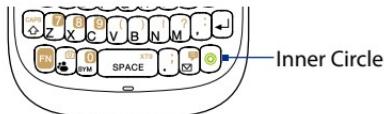
Inner Circle

The first time you run Inner Circle, a tutorial shows you how to use common features of the program.

Tip   To run the tutorial again at any time, open the Inner Circle program and press **Menu > Tutorial**.

To add members of your contact list to the Inner Circle

1. Press the Inner Circle key.

2. Click **Menu > Member List**.

3. Click **Menu > Add**.

4. Select the contacts you would like to add to the Inner Circle. A checkmark appears next to the selected contacts.

5. Click **Add**. The selected contacts are added to the Inner Circle - Member list.

Inner Circle - Member	
Alboni, Ezio	
Bankov, Peter	
Barreto de Mattos, Paula	
Cook, Kevin	
Back	**Menu**

To add non-contact members to the Inner Circle

1. In the **Inner Circle - Add** screen, click **Menu > New**.

2. Enter the email address for the new member.

3. Click **OK**.

To add the sender of an email to the Inner Circle

1. From the email account inbox, select or open an email message.

2. Click **Menu > Add to Inner Circle**.

3. Click **OK** on the confirmation screen.

To delete a member from the Inner Circle

1. In the Inner Circle - Member list, press **Menu > Delete**.

2. Select the members that you want to delete and click **Delete**.

3. Click **Yes** on the confirmation screen.

To search for a member in the Inner Circle

1. In the Inner Circle - Member list, select a member and click **Menu > Search Member**.

2. Start entering letters in the search textbox. The list displays members whose names begin with the letters.

3. To view a member's contact details, select the member and click **View** or press CENTER OK.

To view email from Inner Circle members

1. Press the Inner Circle key.

2. Any email messages from members of the Inner Circle are displayed.

3. From here you can preform any of the following actions:

- Select an email and press the CENTER OK key to view it.

- Click **Menu > Sort By > Name** or **Time** to sort your email messages accordingly.

- Click **Menu > Send/Receive** to manually send or receive email.

- Click **Menu > Search Email** to search for email messages from specified member names.

- Click **All Email** to view the Messaging accounts screen.

5.3 SIM Manager

SIM Manager allows you to view the contents of your SIM card and transfer contacts from your SIM card to your phone and vice versa.

To create a contact on your SIM card
1. Click **Start > Accessories > SIM Manager**.
2. Click **New** and enter the contact name and phone number.
3. Click **Save**.

Tip   To change contact information on your SIM card, click a contact and edit it. After modifying, click **Save**.

To copy SIM contacts to your phone
1. Click **Start > Accessories > SIM Manager**.
2. Select a SIM contact or select all SIM contacts by clicking **Menu > Select All**.
3. Click **Menu > Save to Contacts**.

To copy phone contacts to the SIM card
Only one phone number per contact name can be stored on a SIM card. When you copy a contact that has several phone numbers to your SIM card, SIM Manager saves each number under a separate name.

To save each number under a different contact name on the SIM/USIM card, SIM Manager appends an indicator at the end of each name. You can edit this indicator first before you start copying contacts to your SIM/USIM card.

1. Click **Start > Accessories > SIM Manager > Menu > Tools > Options**.
2. On the Options screen, select the check boxes of the types of phone numbers that you want to be added to the SIM card.
3. Under the **Mark** column, you can change the indicator that will be appended to the SIM contact names for each phone number type. To do so, select a phone type, click **Edit**, enter your desired indicator, then click **Save**.

4. After modifying, click **OK**.

5. Click **Menu > Contacts to SIM**.

6. Select the check boxes of the contact's phone numbers that you want to copy to your SIM/USIM card, then click **Save**.

To display your phone number in SIM Manager

1. On the SIM Manager screen, click **Menu > Tools > List of Own Numbers**.

2. Click **Edit**.

3. Change the name, if desired, then enter your mobile phone number.

#	Name	Phone
7	Ada	0955555555
9	Al Geddy	0999545455
3	Ken	093355555
6	Lillian	093355555
13	Mary	02075552222

SIM Manager — My No. 098888888 — New — Menu

When your phone number is stored on the SIM card, it will appear on the SIM Manager screen.

4. Click **Save**.

5.4 Calendar

Use Calendar to schedule appointments, including meetings and other events. If you use Outlook on your PC, you can synchronize appointments between your phone and PC.

Creating a personal appointment

To set Calendar options

1. On the Home screen, click **Start > Calendar**.

2. Click **Menu > Tools > Options**.

3. Scroll through the available settings and set your desired default options.

4. Click **Done**.

To schedule an appointment

1. On the Home screen, click **Start > Calendar**.

2. Click **Menu > New Appointment**.

3. Enter information about the appointment.

   - To schedule an all-day event, in **End time**, select **All day event**.

   - To make the appointment recurring, click **Occurs**.

4. Click **Done**.

Note   All-day events do not occupy blocks of time in Calendar; instead, they appear in banners at the top of the calendar.

Viewing your appointments

To view your schedule

You can view your schedule in three different views: **Month**, **Week**, and **Agenda**.

1. On the Home screen, click **Start > Calendar**.

2. Click the left SOFT KEY or click **Menu** and choose the view you want.

Highlighted areas represent time segments that have scheduled appointments.

Click to change the view.

Click an item to view the details of the appointment.
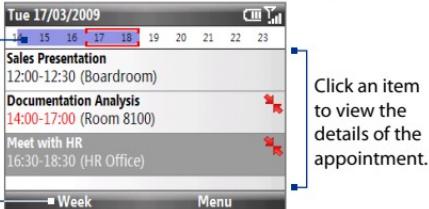
Agenda View

An appointment with the icon indicates that the scheduled appointment has a conflict with one or more existing appointments.

Sending appointments

To send a meeting request
You can send meeting requests via email to persons that use Outlook or Outlook Mobile.

1. Click **Start > Calendar**.
2. Schedule a new appointment (or open an existing appointment) and then scroll down to **Attendees** and click **No Attendees**. Click **Add Required Attendee** or **Add Optional Attendee** to add the contacts you want to send the meeting request to.
3. Choose the contacts you want to send the meeting request to and click **Select**.
4. On the New Appointment screen, click **Done**. The meeting request is sent out.

Notes • You can only specify if an attendee is required or optional if your phone is connected to a Microsoft Exchange 2007 server. Otherwise, all attendees are designated as required. For more information, see Chapter 7.

• To remove an attendee from the list, select the attendee and click **Menu > Remove Attendee**.

• When attendees accept your meeting request, the meeting is automatically added to their schedules. When their response is sent back to you, your calendar is updated as well.

To send a calendar appointment
You can send a calendar appointment to another phone over MMS.

1. On the Home screen, click **Start > Calendar**.
2. Select an appointment, then click **Menu > Send as vCalendar**.
3. Enter the recipient in the **To** line of the MMS message, then click **Send**.

5.5 Tasks

Use Tasks to keep track of things you need to do.

To create a task

1. On the Home screen, click **Start > Tasks**.
2. Click **Menu > New Task**.
3. Enter the necessary task information and click **Done**.

   • Set a **Priority** for the task. This item can be referenced when sorting tasks.

   • Enter a **Start date** and **Due date** if the task starts and ends at a specific time.

   • Enter a **Reminder** if you want to be notified if the task is due.

   • Enter the **Categories** (you can set more than one) that best describes the task. This item can be referenced when filtering tasks.

Notes • You can synchronize information on your phone with your PC to keep your task list up to date in both locations.

   • If you create a new task with a reminder on your PC and then synchronize tasks with your phone, the reminder will play at the time that was set on your PC.

To locate a task

1. On the Home screen, click **Start > Tasks**.
2. In the task list, do one of the following:

   • To sort the list, click **Menu > Sort by**, and click a sort option.

   • To filter the list by category, click **Menu > Filter**, and click the category you want displayed.

To mark a task as completed

1. On the Home screen, click **Start > Tasks**.
2. Select the task, and click **Complete**.

5.6 Voice Notes

Use Voice Notes to create short voice recordings. Voice notes are included in the All Notes list and are named consecutively (Recording1, Recording2, and so on).

To create a voice note

1. On the Home screen, click **Start > Voice Notes**.
2. Hold the phone's microphone near your mouth.
3. Click **Record** and say your voice note.
4. Click **Stop** to stop recording a voice note.

To delete a voice note

1. On the Home screen, click **Start > Voice Notes**.
2. Select the voice note to delete.
3. Click **Menu > Delete**.
4. Click **Yes**.

Tip　If you delete a voice note that has a default name, such as Recording1, this name becomes available for a new voice note.

To listen to a voice note

1. On the Home screen, click **Start > Voice Notes**.
2. Select the voice note to play, and press CENTER OK.

Tip　To stop listening to the voice note, click **Stop** while the voice note is playing.

To use a voice note as a ring tone

1. On the Home screen, click **Start > Voice Notes**.
2. Select the voice note, and click **Menu > Set As Ringtone**.

Chapter 6
Exchanging Messages

6.1 Messaging

Messaging is where all of your email, text message, and MMS accounts are located. When you receive a new message, you can open that particular message from the Home screen. Simply scroll to the panel where the new message is and click it.

New text/MMS message

New email message

To access your message accounts, click **Start > Messaging** and then click the account you want to open. While in a messaging account's main screen, click **Menu > Tools > Switch Accounts** to switch to another message account.

Tip   You can also press [icon] to quickly access Messaging.
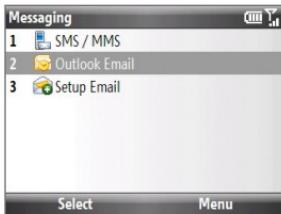
To change message account settings

- On the Messaging screen, select the message account whose settings you want to change and click **Menu > Settings**.

- On a message account's message list, click **Menu > Tools > Options**.

6.2 Text Messages

Send short text messages to your contacts.

Composing and sending text messages

To compose and send a text message

1. On the Home screen, scroll to the **Messages** panel and then press CENTER OK.

   Note If you have unread messages, you will need to scroll right until you see **New Message** before pressing CENTER OK.

2. Click **Text message**.

3. Enter the mobile phone number of one or more recipients, separating them with a semicolon (;).

   To access phone numbers from Contacts, in **To,** click **Menu > Add Recipient**. Select a contact from the list and press CENTER OK.

4. Enter your message. You can enter up to 160 characters in one message.

5. Click **Send**.

Tips • You can also press + to open the SMS/MMS screen.

   • To cancel the text message, click **Menu > Cancel Message**.

   • If you want to know whether your text message has been received, before sending the message, click **Menu > Message Options** and select **Request message delivery notification**.

Note Text messages can only be sent if your phone is connected to a GSM/EDGE or HSDPA/ WCDMA network.

Copying and pasting text

Copy words or lines of text in your messages or emails and then paste them on the current or new message.

To copy text from a message or email that is being written

1. In the message that is being written, position the cursor where you want to start copying from.

2. Click **Menu > Copy/Paste > Select Text**.

3. Scroll left/right with the TRACKBALL until you have selected the text you want to copy and then click **Copy**.

To copy text from a message or email

1. Open the message or email where you want to copy text from.

2. Click **Menu > Copy/Paste > Select Text**.

3. Use the TRACKBALL to position the cursor where you want to start copying and then click **Select**.

   Tip Click **Menu > Select All** to select the whole message.

4. Scroll left/right with the TRACKBALL until you have selected the text you want to copy and then click **Copy**.

   Tip Scroll up or down to select a whole line of text.
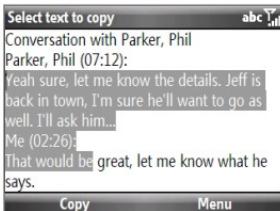
To paste text on a text message or email

In a text message or email, position the cursor where you want to paste the text and then click **Menu > Copy/Paste > Paste**.

Managing text messages

Text messages that are sent to and received from a contact (or number) are grouped as a single thread in your inbox. Threaded SMS lets you see exchanged messages (similar to a chat program) with a contact on the screen.
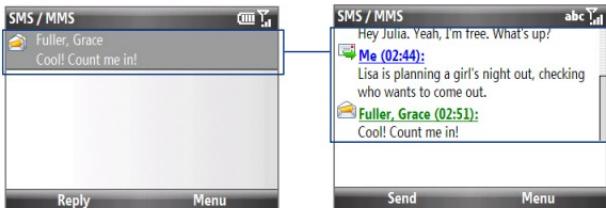
To reply to a text message

1. In the SMS / MMS inbox, click a message thread to open it.

2. At the bottom of the screen, enter your reply message and click **Send**.

Enter your reply message here

To copy a message in the thread to the SIM card

1. In the SMS / MMS inbox, click the message to open it.

2. Scroll up or down to select a message in the thread that you want to copy to the SIM card.

   Note You cannot copy a sent message from the thread to the SIM card.

3. Click **Menu > Copy to SIM**.

To copy a text message from the SIM card to the phone

1. In the SMS / MMS inbox, click the SIM message you want to copy.

   Note The 📧 icon next to a message indicates that it is saved on the SIM card.

2. Click **Menu > Copy to Phone**.

Note Copying SIM text messages to your phone results in duplicate messages in the Inbox folder when your SIM card is in use.

To delete a message in the thread

1. In the SMS / MMS inbox, click a message thread to open it.

2. Scroll up or down to select a message in the thread that you want to delete.

3. Click **Menu > Delete**.

To delete all messages in a thread

1. In the SMS / MMS inbox, select a message thread.

2. Click **Menu > Delete**.

To reply to a text message with an MMS message

You can reply to a text message in a thread or to a SIM text message using an MMS message.

1. In the SMS / MMS inbox, click a message thread to open it.

2. Click **Menu > Insert**, and then in the menu, select the item you want to insert: **Picture/Video**, **Audio** or **Attachment**.

   Tip Click **Menu > Advanced Composer** after adding a picture/video, audio, or attachment to compose an MMS message complete with text, emoticons, media and attachments.

3. Click **Send**.

Tip You can also insert a vCard or vCalendar in your MMS message.

6.3 MMS Messages

Creating and sending Multimedia Message Service (MMS) messages to your friends and family is fun and easy.

To access MMS

On the Home screen, click **Start > Messaging > SMS / MMS**.

Tip   You can also press 🔘 + 🔘 to open the SMS/MMS screen.

Editing MMS settings

Check your phone to see if it is preconfigured with your wireless service provider's MMS settings. Add the MMS settings of your wireless service provider if there are no preset MMS settings found on your phone.

To configure MMS settings

1. Click **Start > Settings > MMS Setting to open the Preferences screen.**
2. Select or clear the provided check boxes according to your needs.
3. On the Preferences screen, click **Menu > MMSC Settings** to access Multimedia Messaging Service Center (MMSC) settings.
4. Check if your phone is preset with MMS server settings.

    If there are no preset settings, click **Menu > New** on the MMSC Settings screen and enter the needed information you see on the screen. You can get the information from your wireless service provider:

5. Click **Done**. The MMS server settings will then be added as an entry on the MMSC Settings screen.
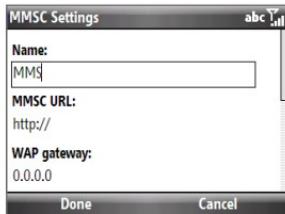
Note   If you add several MMS service providers to the MMSC Settings screen, you can choose one as your default MMS provider. Select the MMS provider's name in the list, then click **Menu > Set as Default**.

Creating and sending MMS messages

You can compose MMS messages in a combination of various slides, where each slide can consist of a photo, audio or video clip, and/or text.

Notes • MMS is a charged service. In order to use MMS successfully, this has to be provisioned on your mobile account. Please contact the wireless service provider to have this provisioned as part of your calling plan.

• Make sure the size of the MMS is within the limits of the wireless service provider while sending it to another mobile phone user or to an email address.

To start composing an MMS message

1. Click **Start > Messaging > SMS / MMS** then click **Menu > New > MMS**.

2. In **To**, enter the recipient's phone number or email address.

3. In **Subject**, enter a subject for your message.

4. Click **Insert Picture**/**Video t**o select a photo or video clip from the Select Media screen and insert it.

    To capture a new photo, click the **Capture Image** icon ( ) or click **Menu > Capture Image**.

    To record a new video, click the **Capture Video** icon ( ) or click **Menu > Capture Video**.

5. Click **Insert Text** to enter text for your MMS message.

    To insert predefined text or emoticons, click **Menu > Insert My Text** or **Insert Emoticon**.

6. Click **Insert Audio** to insert an audio clip. Select an audio clip on the Select Audio screen.

    To record a new audio clip, click **Menu > Capture Audio**.

7. Click **Send** to send the message.

Tip   After inserting an MMS message element, scroll right to add a new slide.

Notes   • To send a copy of this message to others, highlight the **To** field and scroll up to display the **Cc** and **Bcc** fields.

       • To remove the photo, text, or audio, select the item and press the BACK key (◄—).

Viewing and replying to MMS messages

To view an MMS message
You can view MMS messages in several ways.

- On the message thread, click the MMS message. MMS messages will have the 📄 icon.

- On the message thread, click the MMS message. Click **Pause** or **Menu > Stop** to pause or stop the playback of the message.

- Click **Menu > Contents View** to see a list of files included in the message. To open a file, select it and click **Open** or **Play**. To save a file, select it, and click **Menu > Save File**, **Menu > Save Audio** or **Video**, or **Menu > Save Photo**.

- View each slide included in the message by scrolling right or left, or by clicking **Menu > Next** or **Previous**.

To reply to an MMS message
1. In the SMS / MMS inbox, scroll up or down to select the mobile phone number or name of the contact who sent you the MMS message.
2. In the threaded message, MMS messages will have the 📄 icon. Click this icon to open and view an MMS message.
3. After viewing the MMS message, click **Menu > Reply > via MMS** to reply with an MMS message or click **Menu > Reply > via SMS** to reply with a text message.

To block a phone number from sending you MMS messages

If you do not want to receive MMS messages from a particular sender, you can add the sender's phone number to the MMS Blacklist.

1. When you receive a new MMS message, open and view the message.
2. To avoid receiving MMS messages from this sender next time, click **Menu > Show > Message Detail**.
3. On the Message Detail screen, click **Menu** > **Show Contact Details**.
4. Click **Menu > Save to Blacklist**.
5. Click **Done**.

Tip To unblock a phone number and allow the sender to send you MMS messages, remove the number from the Blacklist. Click **Start > Settings > MMS Setting > Menu > Edit Blacklist**. In the Blacklist screen, select the contact and click **Menu > Delete**.

6.4 Setting Up Email Accounts

Types of Email Accounts

Before you can send and receive email, you need to set up your email account on your phone. You can set up the following types of email accounts on your phone:

- Outlook email that you synchronize with your PC or your company's Exchange Server
- Internet email account that you have from an Internet Service Provider (ISP)
- Work account that you access using a VPN connection
- Windows Live Mail
- Other web-based email accounts, such as Yahoo! Mail, etc.

Synchronizing Outlook email with your computer

If you have installed the synchronization software on your PC and created a partnership with your phone, then your phone is ready to send and receive Outlook email. If you have not yet installed the synchronization software or created a partnership, follow the procedures in Chapter 3.

Tip   To set up your company email account so that you can access Outlook email messages wirelessly, you must set up your phone to synchronize via an over-the-air connection with your company's Exchange Server. For more information about synchronizing with your company email server, see Chapter 7.

Setting up an Internet email account

Set up a POP3 or IMAP4 email account on your phone if you have an email account from an Internet service provider (ISP), or a Web-based account such as Yahoo! Mail Plus, etc. You can also add a work account that you access using a VPN server connection as a POP3/IMAP4 account.

1. Click **Start > Messaging > Setup Email**.
2. Enter the **Email address** and **Password** for the email account and select the **Save password** option. Click **Next**.
3. Click **Next**.

   Note   Email Setup searches your phone for preloaded email configuration settings. If the phone cannot find the server settings for the specified email account, your phone needs to connect to the Internet and try to download the settings. If it cannot find the settings online, you need to enter the settings manually.

4. Enter **Your name** and the **Account display name** and then click **Next**.
5. In the **Automatic Send/Receive** list, choose how frequent you want email messages to be automatically sent and downloaded on your phone.

   Note   Click **Review all download settings** to select download options, set the email format as HTML or plain text, and more. For more information, see "To customize download and format settings."

6. Click **Finish**.

To specify email server settings

If Auto Setup is unsuccessful, contact your ISP or email provider for the incoming mail server and outgoing mail server settings so you can enter them on your phone. Other options that you can select include the following:

- Select the **Outgoing server requires authentication** check box, if required by your provider.
- If the outgoing email server requires a different user name and password for sending email, clear the **Use the same user name and password for sending email** check box. You will be prompted to enter these information.
- Click **Advanced Server Settings**, then select the **Require SSL** check boxes if your email provider uses an SSL connection for more secured email.

    From the **Network connection** list, select the data connection that you use for connecting to the Internet.

To customize download and format settings

Before you click **Finish** when setting up your Internet email account, you can click **Review all download settings** to choose download options, message format, and other settings. Click **Advanced Settings** for further options.

Options	Description
Automatic Send/Receive	You can select a time interval for connecting to the Internet automatically to send and receive messages.
Download messages	Set the number of days of messages that you want to be downloaded to your phone.
Send/receive when I click Send	By default, messages are immediately delivered when you click **Send**. If you prefer to save outgoing messages to the Outbox folder first, clear the check box. (In this case, you will need to manually send messages by clicking **Menu > Send/Receive**).
Use automatic send/receive schedule when roaming	This allows your phone to data roam when there is a set time interval for connecting to the Internet automatically. Since this may result in higher connection costs, you may want to leave the check box cleared.

Options	Description
When deleting messages	Choose whether to delete messages from the mail server when you delete them on your phone.
Message format	Select HTML or Plain Text.
Message download limit	Select the email download size. If you have large volumes of email, use a lower size or select to download headers only.
Download attachments	Set your preference when there is an email attachment

Setting up a custom domain email

When you are using an email domain name that is hosted by a different email provider (for example, your email address may be Benjamin@startup.com but Email.com hosts the email account and provides email services), select the **Custom Domain** option in the Email Setup wizard to set up your email account on your phone.

1. Click **Start > Messaging > Setup Email**.

2. Enter your **Email address** and the **Password** for your email account and select the **Save password** option. Click **Next**.

3. Clear the **Try to get email settings automatically from the Internet** and then click **Next**.

4. In **Your email provider**, select **Custom domain** and then click **Next**.

5. Enter the domain of your email provider and then click **Next**.

6. The Email Setup wizard then tries to find the email provider settings on your phone or from the Internet. If the settings are found, it shows a successful message. Click **Next**.

7. Enter **Your name** and the **Account display name** and then click **Next**.

   Note If the Email Setup wizard was unsuccessful in finding the settings, you will be prompted to enter email server settings on the succeeding screens. See "To specify email server settings" for details.

8. In the **Automatic Send/Receive** list, choose how often you want email messages to be automatically sent and downloaded on your phone.

> **Note** Click **Review all download settings** to select download options, set the email format as HTML or plain text, and more. For more information, see "To customize download and format settings."

9. Click **Finish**.

6.5 Email

After setting up email accounts on your phone, you can start sending and receiving email messages.

Creating and replying to emails

To compose and send an email

1. Click **Start > Messaging** then select an email account.
2. Click **Menu > New**.
3. Enter the email address of one or more recipients, separating them with a semicolon. To access email addresses stored in Contacts, in **To**, click **Menu > Add Recipient**. Select a contact from the list and press CENTER OK.
4. Enter a subject and compose your message. To quickly add common messages, click **Menu > My Text** and click a desired message.
5. Click **Send**.

Tips • To set the priority, click **Menu > Message Options**.
 • If you are working offline, email messages are moved to the Outbox folder and will be sent the next time you connect.

To add an attachment to an email

1. In the message that you are composing, click **Menu > Insert** and click the item you want to attach: **Picture**, **Voice Note**, or **File**.
2. Select the file you want to attach, or record a voice note.

Viewing and replying to emails

When in an email account, press and hold 0 (zero) to open a shortcut list of often-used commands. Press and hold the shortcut key to execute the command. Note that you must first press 🔳 before you can press any of the number keys.

To filter the Inbox message list

Filter the email messages in your Inbox to only display the emails that contain the sender or email subject you are searching for.

Enter the sender name or email subject you want to look for using the keypad or keyboard. As you press keys, the list narrows down to the conditions you set.

For example, pressing "J" then "A" narrows the list to only the emails that contain sender names and email subjects that start with "JA."

To download a complete email

By default, each email in the inbox on your phone contains only the first few kilobytes of the message. When you open an email, it displays only the headers and part of the message. You must download the whole email to view the complete content.

To download a complete email message, open the email and then do one of the following:

- Scroll down to the end of the message and click **Get the rest of this message** .

- Click **Menu > Download Message**.

Note   The Fetch Mail feature, which is available for POP3 and IMAP4 Internet email accounts, downloads an entire email without the need for you to perform a full synchronization. This limits the download to just the email message that you want and helps save data cost. Fetch Mail is also available for Outlook Email. See "Instant download through Fetch Mail" in Chapter 7 for details.

To download an attachment

In an open message with an attachment to download, click the attachment. If there is more than one attachment, click the other attachments to download them. You can directly open the file in the associated program after you download them by clicking the attachment again.

To reply to or forward an email

1. Open the message and click **Menu > Reply > Reply**, **Reply All**, or **Forward**.

2. Enter your response. To quickly add common messages, click **Menu > My Text** and choose a desired message.

3. Click **Send**.

Notes • You can receive and view HTML emails from any type of email account. The HTML format is retained, without layout shifting or resizing. HTML email support in Outlook Mobile is available only if you are synchronizing your phone with Microsoft Exchange Server 2007.

• When replying using an Outlook email account, you can customize ActiveSync to exclude addresses, including your own, from being added to the recipient list. Click **Menu > Options** in ActiveSync, select the **Email** item and then click **Settings**. In the Email Sync Options screen, click **Menu > Advanced** and then in the **My email addresses** text box, enter email addresses you want to exclude.

Synchronizing emails

Synchronizing emails ensures that new emails are downloaded to the phone Inbox folder, emails in the Outbox folder are sent, and emails deleted from the server are removed from your phone. The manner in which you synchronize emails depends on the type of email account you have.

To automatically synchronize an Outlook email account

1. Connect your phone to your computer through USB or Bluetooth.

   Otherwise, connect through Wi-Fi or a data connection if you are synchronizing Outlook email with the Exchange Server. For more information, see Chapter 7.

2. Synchronization automatically begins, and your phone sends and receives Outlook email.

To manually synchronize your Outlook or Internet email account
1. Select your email account.
2. Click **Menu > Send/Receive**.

Customizing email settings

To change the download size and format for Outlook email
1. Disconnect your phone from the computer.
2. Click **Start > ActiveSync**.
3. Click **Menu > Options**, select **Email**, then click **Settings**.
4. On the Email Sync Options screen, set the **Download size limit** and **Message format**.
5. Close ActiveSync and reconnect your phone to the computer.

To change the download size and format for POP3/IMAP4 email
1. On the POP3/IMAP4 email message list, click **Menu > Tools > Options > Account Settings > Download Size Settings**.
2. Configure the **Message format** and **Message download limit** settings.
3. Click **Done**.

Chapter 7
Working with Company Emails and Meeting Appointments

7.1 Synchronizing with Your Company Email Server

Synchronize your phone with your company's Microsoft Exchange Server to keep you connected with your emails, contacts, calendar, and other information.

Setting up a company email server connection
Use your phone to access your company emails by setting up an Exchange Server connection. You can get the company email server information from your network administrator:

1. Click **Start > Messaging > Setup Email**.
2. Enter the **Email address** and **Password** for the email account and select the **Save password** option. Click **Next**.
3. Clear the **Try to get email settings automatically from the Internet** option and click **Next**.
4. In **Your email provider**, select **Exchange server** and click **Next**.
5. Click **Next** again.
6. Select the **Attempt to detect Exchange Server Settings automatically** option and click **Next**.
7. Enter the **Domain** name and click **Next**.
8. In **Server address**, enter the Exchange Server address and click **Next**.

9. Select the items that you want to sync with the Exchange Server and click **Finish**.

Note Before clicking **Finish**, click **Menu > Advanced** to change the rules for resolving synchronization conflicts.

Tip To change Exchange Server settings, open ActiveSync on your phone and click **Menu > Configure Server**.

Note If you synchronized emails with your PC before, open ActiveSync on your phone and click **Menu > Add Server Source** to set up an Exchange Server connection. When you are prompted to select information types for synchronization, you need to clear the **Email** check box under the Windows PC item first before you can select the **Email** check box under Exchange Server.

Starting synchronization

Before you start synchronizing with the Exchange Server, make sure your phone has been set up with a data connection to the Internet or Wi-Fi so that you can synchronize wirelessly. See Chapter 8 for details.

After you finish setting up an Exchange Server connection, your phone automatically starts synchronization. You can manually start synchronization anytime by clicking **Sync** in ActiveSync.

Note If you connect your phone to your office computer via a USB or Bluetooth connection, you can use this connection to the PC to "pass through" to the network and download Outlook emails and other information to your phone.

7.2 Working with Company Emails

Your phone gives you instant access to your company emails and lets you manage your messages easier. Messaging features such as Direct Push, Fetch Mail, and Filtering messages are just some of the tools you can use to manage your emails.

Note Some messaging features depend on the Microsoft Exchange Server version used. Check with your network administrator for the availability of Exchange Server features.

Automatic synchronization through Direct Push

Direct Push technology (push email feature) enables you to receive new emails on your phone as soon as they arrive in your Inbox on the Exchange Server. With this feature, items such as contacts, calendar and tasks are also immediately updated onto your phone when these items have been changed or new entries have been added on the Exchange Server. To make Direct Push work, you need to have a Wi-Fi or data connection on your phone. You need to perform a full synchronization between your phone and the Exchange Server first before Direct Push can be enabled.

Requirement   The Direct Push feature works for your phone only if your company is using **Microsoft Exchange Server 2003 Service Pack 2 (SP2) with Exchange ActiveSync** or higher version.

To enable Direct Push via Comm Manager

1. Click **Start > Comm Manager**.
2. On the Comm Manager screen, click the **Microsoft Direct Push** button.

   ON indicates that you will receive emails as they arrive.

   OFF indicates that you need to manually retrieve your emails.

To enable Direct Push via ActiveSync

1. In ActiveSync on your phone, click **Menu > Schedule**.
2. Select **As items arrive** in the **Peak times** and **Off-peak times** boxes.

Scheduled synchronization

If you do not want to use Direct Push, you can set a regular schedule for synchronizing Outlook email and information.

1. In ActiveSync on your phone, click **Menu > Schedule**.
2. Select a shorter time interval in the **Peak times** box for you to be able to receive emails more frequently.
3. Select a longer interval in the **Off-peak times** box.

Tip   Click **Menu > Peak Times** to set the peak and off-peak times.

Instant download through Fetch Mail

Fetch Mail downloads an entire email immediately without the need for you to perform a full Send/Receive action.

Requirement   Fetch Mail works for your phone only if your company is using **Microsoft Exchange Server 2007** or higher.

1. Click **Start > Messaging > Outlook Email**.
2. Click an email message to open it.
3. By default, only the first few kilobytes of the message is shown. To download the whole email, scroll to the bottom of the message then click **Get the rest of this message**.
4. A "Downloading message" status appears. Wait for the remainder of the message body to be downloaded.

Notes • For information about changing email sync options such as setting the download size for email, see "Customizing email settings" in Chapter 6.

• When you receive an email that contains a link to a document such as a PDF or Microsoft Office document located on SharePoint or an internal file server, you can click the link to view the document on your phone. You can view the document only if you have a Microsoft Outlook account that synchronizes with Microsoft Exchange Server 2007 or later. Exchange Server must also be set up to allow access to SharePoint document libraries or internal file servers.

Searching for emails on the Exchange Server

You can access messages that are not available on your phone by searching your Microsoft Exchange Server mailbox. The search results will be downloaded and displayed in a Search Results folder.

Requirement   Your company must be using **Microsoft Exchange Server 2007** or higher.

1. Click **Start > Messaging > Outlook Email**.

2. Click **Menu > Tools > Search Server**.

3. In the **Look for** text box, enter the search keyword.

4. Choose the **Date range** of messages to search from and where to search in **Look in**.

5. Click **Search**.

Out-of-office auto-reply

Outlook Mobile allows you to retrieve and change your out-of-office status. Just like desktop Outlook Email, Outlook Mobile automatically sends an auto-reply message when you're not available.

Requirement   Your company must be using **Microsoft Exchange Server 2007** or higher.

To send out-of-office auto-reply messages

1. Click **Start > Messaging > Outlook Email**.

2. Click **Menu > Tools > Out of Office**.

3. From the **I am currently** list, select **Out of the Office**.

4. Enter your auto-reply message then click **Done**.

Flagging your messages

Flags serve as a reminder to yourself to follow-up on important issues or requests that are indicated in the messages.

Requirement   Flags are enabled only if emails are synchronized with **Microsoft Exchange Server 2007** or higher. Flags are disabled or hidden if emails are synchronized with earlier versions of Microsoft Exchange Server.

To flag or unflag a message

1. Click **Start > Messaging > Outlook Email**.
2. Select a message, or open a message.
3. Click **Menu > Follow Up** and select one of the following options:

- **Set Flag**. Mark the message with a red flag to indicate that it needs follow up.

- **Complete Flag**. Mark the message with a check mark to indicate that the issue or request in the email is already completed.

- **Clear Flag**. Remove the flag to unmark the message.

Note   Email message reminders are displayed on your phone if the messages are flagged with reminders and synchronized from the Exchange Server.

7.3 Managing Meeting Requests

When you schedule and send meeting requests from your phone, you can invite attendees to your meeting and check their status to know their availability.

When you receive a meeting request, you can reply by accepting or declining the request. The meeting request also clearly indicates whether or not there are conflicting or adjacent meetings.

Requirement   Your company must be using **Microsoft Exchange Server 2007** or higher.

To view the list of meeting participants

1. Click **Start > Calendar**.
2. Click a meeting request that you sent and then click **Attendees**. The required and optional attendees will be listed. Icons indicating whether each attendee has accepted or declined the meeting request will also be displayed.

Note To see the icon indicators in the attendees list, make sure Calendar is synchronized with the Exchange Server.

To reply to a meeting request

1. When there's an incoming email with a meeting request, a notification message will be displayed on your phone's Home screen. Scroll to the **Email** panel and click it.
2. In the Outlook message list, click the email to open it.
3. Click **Accept** to reply and accept the meeting request, or click **Menu > Decline** if you cannot attend the meeting.

   Tips • Before responding, you can check your availability during the time of the requested meeting by clicking **View your calendar**.

   • If the time of the meeting conflicts with your other appointments, a "Scheduling Conflict" status appears on top of the email.

4. Choose whether or not to edit the response email before sending and then click **Done**:
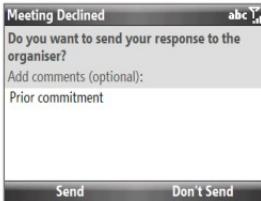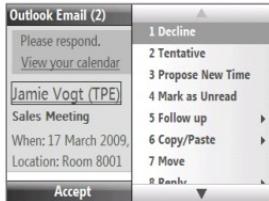
5. If you accepted the meeting request, it will automatically be added as an appointment in Calendar on your phone.

7.4 Finding Contacts in the Company Directory

In addition to having contacts on your phone, you can access contact information from your organization's Company Directory.

Requirement   Access to the Company Directory is available only if your organization is running **Microsoft Exchange Server 2003 SP2** or higher, and you have completed your first synchronization with the Exchange Server.

1. Synchronize with Exchange Server if you have never done so.

2. Do any of the following:

   • In Contacts, click **Menu > Company Directory**.

   • In a new email, click the **To** box and then click **Company Directory at the top of the list** or click **Menu > Company Directory**.

   • In a new meeting request using Calendar, scroll to **Attendees** and click **No attendees > Add Required Attendee** or **Add Optional Attendee** and then click **Company Directory** at the top of the list.

3. Enter the part or full contact name and click **Search**. In the search results list, click a contact to select it.

Company Directory	abc 📶
Enter a name, email address, or office location and click Search:	
ja	
Search	**Cancel**

Select a Contact	📶
👤 Jane	
👤 Jayson	
👤 Katie Jackson	
Select	**Menu**

Notes   • You can save a contact from the Company Directory to your phone by selecting the contact and then clicking **Menu > Save to Contacts**.

• You can search on the following information as long as that information is included in your organization's Company Directory: First name, Last name, Email name, Display name, Email address, or Office location.

7.5 Email Security

Windows Mobile on your phone protects your Outlook emails through Secure/ Multipurpose Internet Mail Extension (S/MIME), which allows you to digitally sign and encrypt your messages.

Requirement   S/MIME encryption and digital signatures for Windows Mobile-based phones are available only with **Exchange Server 2003 SP2** or a later version that supports S/MIME. If you are not using one of these products, or have not yet synchronized, these options are unavailable.

Note   You can encrypt a message with or without a certificate. However, to decrypt and read an encrypted message, you need a valid certificate.

To individually sign and encrypt a new message

1. Click **Start > Messaging > Outlook Email**.
2. Click **Menu > New** to create a new message.
3. Click **Menu > Message Options**.
4. From the **Security** list, select whether to encrypt only, sign the message only, or do both.
5. Click **Done**.

To verify the digital signature on a signed message you receive

1. Open the Outlook email message that has been digitally signed.
2. At the top of the message, click **View signature status**.
3. Click **Menu > Check Certificate**.

To view the details of the certificate in the message, click **Menu > View Certificate**.

Note   There are several reasons why a digital signature may not be valid. For example, the sender's certificate may have expired, it may have been revoked by the certificate authority, or the server that verifies the certificate is unavailable. Contact the sender to report the problem.

To digitally sign and encrypt all messages

You can set up ActiveSync to digitally sign and encrypt all outgoing messages. You must obtain a valid certificate to sign and encrypt email messages successfully.

1. Click **Start > ActiveSync**.

2. Click **Menu > Options**.

3. Select the **Email** information type, and click **Settings**. On the Email Sync Options screen, click **Menu > Advanced**.

4. Select **Encrypt messages** to protect your emails from being viewed except by the intended recipients. Select **Sign messages** so that recipients are certain that emails are sent by you and have not been altered.

5. Click **Menu > Choose Certificate** to select a certificate for signing or encrypting outgoing email messages.

Setting permissions on an email message

Another way of protecting your email messages is to send messages with restricted permissions using Information Rights Management (IRM).

Requirement   This works only with a Microsoft Outlook email account and if your company is using RMS Server SP1.

1. Click **Start > Messaging > Outlook Email**.

2. Create a message, then click **Menu > Message Options**.

3. In **Permissions**, do one of the following:
   • To allow anyone to read the message, select **Unrestricted Access**.
   • To prevent the message from being forwarded, printed, or copied, select **Do Not Forward**.

4. Click **Done**.

Tip   An IRM-protected message received on your phone can only be replied to or forwarded if the message permits it.

Chapter 8
Getting Connected

8.1 Comm Manager

Comm Manager acts like a central switch that lets you enable or disable phone features as well as manage your data connections easily.

To open Comm Manager:
Click **Start > Comm Manager**.

1. Click to toggle between turning on or off Airplane mode. Turning on Airplane mode turns off the phone, Bluetooth and Wi-Fi functions.

2. Click to enabling or disable the phone. Click **Settings > Phone** to access phone settings. Click **Settings > Profiles** to change phone profiles.

3. Click to toggle between turning on or off Bluetooth. See "Bluetooth" for details. Click **Settings > Bluetooth** to configure Bluetooth on your phone.

4. Click to toggle between turning on or off Wi-Fi. Click **Settings > WLAN Settings** to configure Wi-Fi on your phone. See "Wi-Fi" for details.

5. Click to toggle between automatically receiving (as items arrive) or manually retrieving Outlook emails. See Chapter 7 for details.

6. Click to toggle between turning on or off data services (e.g. 3G).

8.2 **Connecting to the Internet**

Ways of connecting to the Internet

Your phone's networking capabilities allow you to access the Internet or your corporate network at work through wireless and conventional connections.

You can connect to the Internet by using one of the following:

- Wi-Fi
- GPRS/3G
- Dial-up

Note   You can also add and set up the following connections:

- **VPN:** A VPN connection is used to access your corporate network by using an existing Internet connection.
- **Proxy:** A Proxy connection is used to access the Internet using an existing connection to your corporate or WAP network.

Wi-Fi

Wi-Fi provides wireless Internet access over distances of up to 100 meters.

Note   The availability and range of your phone's Wi-Fi signal depends on the number, infrastructure, and other objects through which the signal passes.

To connect to an existing Wi-Fi network

1. On the Home screen, click **Start > Comm Manager** and click the **Wi-Fi** icon.

   The ON button indicates that WLAN is turned on.

2. After a few seconds, a message asks you if you want to see the list of available networks, click **Yes**.

3. In **Select network**, choose the WLAN network to connect to.

4. In **Network type**, select **Internet** and click **Connect.**

Notes • When you select an open (unsecured) network, you will be automatically connected to the network after clicking **Connect**.

• If you are connecting to a security-enabled network, you will be asked to enter the **WEP Key**. Enter the **WEP Key** and click **Done**.

You can check the Wi-Fi icon on the Title bar of the screen to see if you are connected to the Wi-Fi network. To see the status icons, please see "Status Indicators" in Chapter 1.

Note In Comm Manager, click **Settings > WLAN Settings > Connection Status** to check the current connection status and signal quality of each Wi-Fi channel.

To increase security on the Wi-Fi network
The LEAP (Lightweight Extensible Authentication Protocol) feature of Comm Manager helps increase security on your phone, and ensures that nobody is able to access your network without your permission.

1. On the WLAN Settings screen, select **LEAP**.

2. Click **Menu > New**.

3. Enter the **SSID** (Service Set Identifier). You can obtain this information from your wireless service provider.

4. Enter the user name, password, and domain.

5. Select an **Authentication Type**.

   By default, the **Authentication Type** for your phone is **Open System** authentication.

Notes • By default, the LEAP screen displays data that you entered previously. However, you can modify or delete the data as required by clicking **Menu > Modify** or **Menu > Delete** on the LEAP screen.

• For LEAP to work correctly, the receiving phone (your phone) must be set with the same SSID, user name, and password as the access point.

GPRS/3G

You can use GPRS/3G to connect to the Internet or to send and receive MMS on your phone. When you use GPRS/3G, you will be billed per KB (Kilobyte) when sending or receiving information.

If GPRS/3G settings are not preset on your phone, obtain the **Access point name** from your wireless service provider. Also, check with your wireless service provider if a user name and password are required.

Note   Check with your service provider how much it charges for its GPRS/3G service.

To set up a new GPRS/3G connection

1. On the Home screen, click **Start > Settings > Connections > GPRS > New**.

2. In **Description**, enter a name for the connection.

3. In **Connects to**, select **The Internet**.

4. Enter the name of the GPRS **Access point** of your wireless service provider.

5. Enter the appropriate information in the remaining fields, if required by your wireless service provider.

6. Click **Done**.
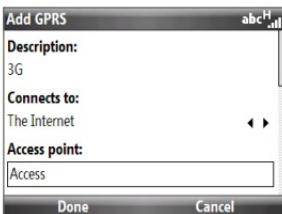
Dial-up

When you use your phone to dial up to your ISP and connect to the Internet or to your corporate network, you will be billed by the number of minutes that you use.

To set up a dial-up connection for browsing the Internet

1. On the Home screen, click **Start > Settings > Connections > Dial-up > New**.
2. In **Description**, enter a name for the connection.
3. In **Connects to**, select **The Internet**.
4. Enter the appropriate information in the remaining fields.
5. Click **Done**.

To set up a dial-up connection to your corporate network

1. On the Home screen, click **Start > Settings > Connections > Dial-up > New**.
2. In **Description**, enter a name for the connection.
3. In **Connects to**, select **Work**.
4. Enter the appropriate information in the remaining fields.
5. Click **Done**.

Advanced options

From the Connections screen, you can access advanced options to specify the service provider, the number of redial attempts, the amount of idle time to wait before disconnecting, and so on.

1. On the Home screen, click **Start > Settings > Connections > Menu > Advanced**.
2. Select a network service provider for each connection type. You can choose **Automatic** to allow the phone to set a service provider for each connection by default.
3. Click **Menu > Options**.
4. Choose the appropriate information in the remaining fields.
5. Click **Done**.

Add a URL exception

Some URLs for Web pages on your company intranet may use periods, for example: intranet.companyname.com. To view these pages in Internet Explorer Mobile, you must create a URL exception.

1. On the Home screen, click **Start > Settings > Connections > Menu > Advanced**.

2. Click **Menu > Work URL Exceptions > Menu > Add**.

3. In **URL Pattern**, enter the URL name. To add multiple URLs, use a semicolon (;).

4. Click **Done**.

Note You do not need to create URL exceptions for Internet URLs.

8.3 Internet Explorer Mobile

Internet Explorer Mobile is a full-featured Internet browser, optimized for use on your phone.

To open Internet Explorer
On the Home screen, click **Start > Internet Explorer**.

Browsing the Web

1. In Internet Explorer, click **Menu > Go to Web Address**.

2. Enter the address and click **Go**.

3. Use the TRACKBALL to browse the Web page. Press CENTER OK when a link is highlighted to access it.

While browsing the Web, click **Menu** to open a list of options that will let you change the view, save Favorites, and set Internet Explorer Mobile preferences, and more.

Click **Menu > Add to Favourites** to save the current Web page in your Favorites folder. Click **Favourites** to access your Favorites folder.

Click **Menu > View** and then select the text size and type of view you want to use while browsing a Web page.

Click **Menu > Tools** to let you send the link via email, view the page's properties, or set Internet Explorer Mobile preferences.

Navigating web pages

Navigating large-sized web pages is easy by using the Page Overview feature.

1. Go to the web page that you want to view.

2. Click **Zoom Out**.

3. Use the TRACKBALL to move the box to the area of the web page you want to view.

4. Click **Zoom In** or press CENTER OK to view the selected area using the selected zoom level.
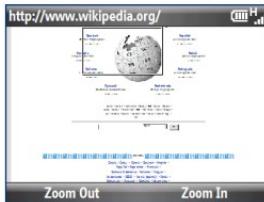
Copying web page text

Copy text from a web page and then paste it on a text message or email.

To copy text on a web page

1. On the web page, click **Menu > Copy/Paste > Make Selection**.

2. Use the TRACKBALL to position the cursor where you want to start copying and then click **Select**.

3. Scroll right/left until you have selected the text you want to copy and then click **Copy**.

    Tip   Scroll up or down to select the whole line of text.

8.4 Internet Sharing (Using Your Phone as a Modem)

With Internet Sharing, you can use your phone as an external modem for another device such as a PDA phone or notebook computer.

Notes • Make sure your phone has a SIM card installed, and you have set up a GPRS/3G or phone dial-up modem connection on your phone. If your phone has not been set up with a data connection yet, click **Menu > Connection Settings** on the Internet Sharing screen. For more information about setting up a GPRS connection, see "GPRS/3G". For more information about setting up a phone dial-up connection, see "Dial-up".

      • Before using Internet Sharing, disable ActiveSync on your computer. To disable ActiveSync, open ActiveSync then click **File > Connection Settings** and clear **Allow USB Connections**.

Setting up the phone as a modem

To set up the phone as a USB modem

1. On your phone, click **Start > Internet Sharing**.
2. In the **PC Connection** list, select **USB**.
3. In the **Network Connection** list, select the name of connection that your phone uses to connect to the Internet.
4. Plug in the USB cable between your phone and the computer.
5. Click **Connect**.

To end the Internet connection
On the Internet Sharing screen, click **Disconnect**.

To set up the phone as a Bluetooth modem
You can connect your phone to a computer through Bluetooth and use the phone as a modem for the computer.

To learn how to set up the phone as a Bluetooth modem, see "Use the phone as a Bluetooth modem" in this chapter.

8.5 Bluetooth

Bluetooth is a short-range wireless communications technology. Phones with Bluetooth capabilities can exchange information within a distance of about 10 meters without requiring a physical connection.

Bluetooth modes

Bluetooth on your phone operates in three different modes:

- **On**. Bluetooth is turned on. Your phone can detect other Bluetooth-enabled devices, but not vice versa.
- **Off**. Bluetooth is turned off. In this mode, you can neither send nor receive information using Bluetooth.
- **Visible**. Bluetooth is turned on, and all other Bluetooth-enabled devices within range can detect your phone.

Note By default, Bluetooth is turned off. If you turn it on, and then turn off your phone, Bluetooth also turns off. When you turn on your phone again, Bluetooth automatically turns on.

To turn on or off Bluetooth on your phone

You can enable Bluetooth by clicking the Bluetooth button in the Comm Manager. You can also do the following:

1. On the Home screen, click **Start > Settings > Connections > Bluetooth**.
2. Click **Bluetooth > Menu > Turn On Bluetooth**.
3. To turn off Bluetooth capabilities on your phone, click **Bluetooth > Menu > Turn Off Bluetooth**.

To make your phone visible

1. On the Home screen, click **Start > Comm Manager > Settings > Bluetooth**.
2. Click **Bluetooth > Menu > Turn On Visibility**.

Tip Enter a Bluetooth phone name for your phone. This will be the phone name that will be shown on another Bluetooth-enabled device when it searches and detects your phone. To enter a name, on the Bluetooth screen, click **Security** and enter a **Device name**.

Bluetooth partnerships

A Bluetooth partnership is a relationship that you create between your phone and another Bluetooth-enabled device in order to exchange information in a secure manner.

To create a Bluetooth partnership

1. On the Home screen, click **Start > Comm Manager > Settings > Bluetooth**.
2. Click **Bluetooth > Add new device**.

   Your phone searches for other Bluetooth-enabled devices and lists them.

3. Select the desired device name in the list and click **Next**.
4. Enter a passcode (1 up to 16 characters) to establish a secure connection, then click **Next**.
5. Wait for the paired device to accept the partnership. The receiving party needs to enter the same passcode that you specified.
6. After the receiving party enters the passcode, a message box appears on your phone confirming the partnership.

   Note Click **Advanced** to change the paired device name and to set the services you want to use for the paired device.

7. Click **Done**.

Note Creating a Bluetooth partnership between two devices is a one-time process. Once a partnership is created, the devices can recognize the partnership and exchange information without entering a passcode again.

To accept a Bluetooth partnership

1. Ensure that Bluetooth is turned on and in visible mode.
2. Click **Yes** when prompted to establish a partnership with the other device.
3. Enter a passcode (the same passcode that is entered on the device requesting the partnership) to establish a secure connection and click **Next**.

   Note Click **Advanced** to change the paired device name and to set the services you want to use for the paired device.

4. Click **Done**.

To change the display name of a Bluetooth device

1. On the Home screen, click **Start > Comm Manager > Settings > Bluetooth**.
2. Click **Bluetooth** and then on the screen, select a Bluetooth device.
3. Click **Menu > Edit**.
4. Enter a new display name for the Bluetooth device, then click **Next**.
5. Click **Done**.

To delete a Bluetooth partnership

1. On the Home screen, click **Start > Comm Manager > Settings > Bluetooth**.
2. Click **Bluetooth** and then on the screen, select a Bluetooth device.
3. Click **Menu > Delete**, and then click **Yes** in the confirmation screen.
4. Click **Done**.

Connecting a Bluetooth hands-free or stereo headset

For hands-free phone conversations or to listen to music, you can use a Bluetooth hands-free or stereo headset.

Note   You need a Bluetooth stereo headset to listen to music.

To connect a Bluetooth hands-free or stereo headset

1. Make sure that both your phone and the Bluetooth headset are turned on and that the headset is visible. Refer to the manufacturer's documentation to find out how to set the headset in visible mode.

2. Click **Start > Comm Manager > Settings > Bluetooth**.

3. Click **Bluetooth > Add new device**.

4. Select the name of the Bluetooth headset, then click **Next**. The phone will automatically pair with the Bluetooth headset.

Windows Mobile will automatically try one of the preconfigured passcodes (0000, 1111, 8888, 1234) to pair the Bluetooth headset with the phone. If this fails, you have to enter the passcode delivered with your headset manually.

Note   If the Bluetooth stereo headset becomes disconnected, turn the headset on and repeat steps 1 to 3 above. Select the stereo headset and click **Menu > Set as Wireless Stereo**.

Beaming information using Bluetooth

You can beam information, such as contacts, calendar items, and tasks, as well as files from your phone to your computer or to another Bluetooth-enabled device.

Notes • If your computer does not have built-in Bluetooth capabilities, you need to connect and use a Bluetooth adapter or dongle on your computer.

• Before beaming items to your computer, open Bluetooth Configuration or Bluetooth Settings in the Control Panel and check if there's an option for setting a location for saving beamed items.

To beam information from your phone to a computer

1. Set Bluetooth on your phone to visible mode. For information about this, see "To make your phone visible".

2. Next, set Bluetooth on your computer to visible mode, create a Bluetooth partnership, then enable your computer to receive Bluetooth beams.

    If your computer has Windows Vista or Windows XP SP2 and your computer's Bluetooth adapter is supported by your Windows version, do the following steps:

    a. On your computer, open **Bluetooth Devices** from the Control Panel then click the **Options** tab.

      • For **Windows Vista**, select **Allow Bluetooth devices to find this computer**; or

      • For **Windows XP**, select **Turn discovery on** and **Allow Bluetooth devices to connect to this computer**.

    b. Create a Bluetooth partnership between your phone and computer. For information about creating a partnership, see "Bluetooth partnerships".

    c. In the **Options** tab of **Bluetooth Devices**, select **Show the Bluetooth icon in the notification area**.

    d. To enable your computer to receive Bluetooth beams, right-click the Bluetooth icon at the bottom-right of your computer screen and select **Receive a File**.

3. Now you are ready to beam. On your phone, select an item to beam. The item can be an appointment in your calendar, a task, a contact card, or a file.

    • Calendar appointment: Open and click **Menu > Beam Appointment**.

    • Task: Click **Menu > Beam Task**.

    • Contact: Click **Menu > Send Contact > Beam**.

    • File: Click **Menu > Beam**.

    4. Select the device name to which you want to beam to.

    5. Click **Beam**.

    6. If you beamed a calendar, task, or contact item to your computer and it is not automatically added to Outlook, click **File > Import and Export** to import it to Microsoft Outlook on your computer.

To beam information to a Bluetooth-enabled device such as another phone, create a Bluetooth partnership then perform steps 3 to 6 in the above procedure.

Note   Not all file types can be sent via Bluetooth.

Tip   The default folder on your computer where beamed items are stored may be
        Windows XP: C:\Documents and Settings\your_username\My Documents
        Windows Vista: C:\users\your_username\My Documents.

Using the phone as a Bluetooth modem

You can connect your phone to a notebook or desktop computer through Bluetooth and use the phone as a modem for the computer.

For the computer to use the Internet connection of your phone, activate Internet Sharing on your phone, then set up a Bluetooth Personal Area Network (PAN) between the computer and your phone.

    1. On your phone, turn on Bluetooth and set it to **visible** mode.

    2. Initiate a Bluetooth partnership from your phone by following the steps in "To create a Bluetooth partnership."

    3. Click **Start > Internet Sharing**.

    4. Select **Bluetooth PAN** as the **PC Connection**.

    5. From the **Network Connection** list, select the name of the connection that your phone uses to connect to the Internet.

    6. Click **Connect**.

    7. On your computer, set up a Bluetooth Personal Area Network (PAN) with your phone:

- **For Windows XP**
    a. Click **Start > Control Panel > Network Connections**.
    b. Under **Personal Area Network**, click the **Bluetooth Network Connection** icon.
    c. Under **Network Tasks**, click **View Bluetooth network devices**.
    d. In the Bluetooth Personal Area Network Devices dialog box, select your phone, then click **Connect**.
- **For Windows Vista**
    a. Click **Start > Control Panel > Network and Sharing Center**.
    b. Click **Manage network connections** and then under **Personal Area Network**, double-click **Bluetooth Network Connection**.
    c. In the Bluetooth Personal Area Network Devices dialog box, select your phone, then click **Connect**.

8. On the Internet Sharing screen on your phone, check if the connected status is displayed, which indicates that your computer has been successfully connected to the Internet using your phone as a Bluetooth modem.

8.6 Windows Live™

Windows Live™ gives you full Internet experience on your phone. It helps you to find information, pursue your interests, and get in touch with friends and family on the Internet easier.

Windows Live offers the following key features:

- **Live Search Bar**, which lets you search for information on the web.
- **Live Messenger**, chat with your friends and family.
- **Live Mail**, FREE web-based email.
- **Live Search**, which lets you find locations, browse maps, and check for directions.
- **Live Contacts**, address book for storing Live Mail, Live Messaging, and Hotmail contacts.

Setting up Windows Live
The first time you use Windows Live, sign in by using your Windows Live ID, which is your Windows Live Mail or Hotmail address, and password.

To set up Windows Live for the first time

1. Click **Start > Windows Live**.

   Tip   You can also press 🔘 to open Windows Live.

2. Click **Sign in**.

3. On the next screen, click the links to read the Windows Live Term of Use and the Microsoft Privacy Statement. After reviewing it, click **Accept**.

4. Enter your Windows Live Mail or Hotmail address and password, then click **Next**.

5. Choose whether or not to show Windows Live's services on the Home screen then click **Next**.
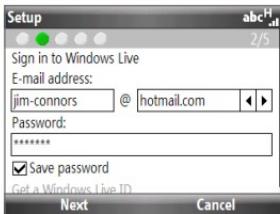
6. Choose what information you want to synchronize online with your phone.

If you select **Store Windows Live contacts in your mobile phone's contact list**, your online contacts will be added to the contact list and to Windows Live Messenger Mobile on your phone.
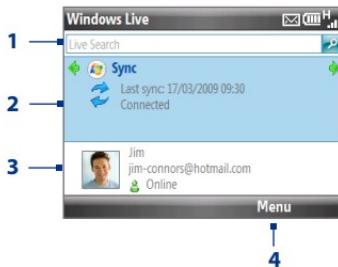
If you select **Sync e-mail**, your Windows Live Mail or Hotmail inbox messages will be downloaded to your phone.

7. Click **Next**.

8. After synchronization is complete, click **Done**.

The Windows Live interface

On the main interface of Windows Live, you will see a search bar, navigation bar, and an area where you can customize to show your picture.


1 Windows Live Search bar.

2 Scroll left or right to switch among Live Mail, Messenger, and Sync status. Click to open/activate the selected Windows Live component.

3 Click to access Windows Live Messenger settings.

4 Click **Menu** to access and change settings.

If you chose to display Windows Live services on the Home screen when you were setting up Windows Live, you will see them on the Home screen:

Scroll right/left while on the Windows Live panel to go through the available services.

To show or hide Windows Live on the Home screen, click **Options > Home screen options** on the Windows Live panel on the Home screen.
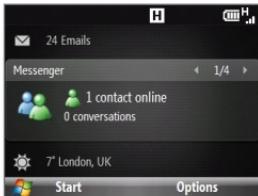
8.7 Windows Live Messenger

Live Messenger lets you send and receive instant messages online. With this mobile version of Windows Live Messenger, you enjoy many of the same cool features that you get from the desktop version, which include the following:

- Instant messaging via text and voice
- Multiple conversations
- Add emoticons
- Contact list with presence
- Send and receive files including photos
- Change status/display name
- View contacts by online status, groups, and more
- Send messages even when a contact is offline

Note   Before you can use Live Messenger, your phone must be connected to the Internet. For information about setting up an Internet connection, see "Ways of Connecting to the Internet" in this chapter.

Launching Messenger and signing in

To open Live Messenger

Do one of the following:

- On the Home screen, click **Start > Messenger**.
- On the Windows Live panel of the Home screen, scroll left or right until you see **Messenger**, then press CENTER OK.

To sign in and out

- To sign in, click **Sign in** on the Messenger screen. Signing in may take several minutes, depending on your connection speed.
- To sign out, click **Menu > Sign Out**. Your status changes to **Offline**.

Adding Windows Live contacts

You can add new Windows Live contacts in Live Messenger or in Contacts.

To add a Windows Live contact in Live Messenger

1. Click **Menu > Add new contact**.

2. Enter the email address of the contact then click **OK**.

To add a Windows Live contact in Contacts

You can only add Windows Live contacts if you selected the **Store Windows Live contacts in your mobile phone's contact list** checkbox when you set up Windows Live.

1. On the Home panel, click **Contacts**.

2. Click **New** then click **Windows Live**.

3. In the **IM** box, enter the email address of the contact, which can be a Windows Live ID or any other email address.

4. Click **Done**.

5. Follow the remaining instructions to add the new contact to your Windows Live contact list.

Tip   You can fill in other information about the contact, if desired. This is not absolutely necessary if you intend to communicate with the contact only through Windows Live Messenger or Live Mail.

To delete a contact

1. In Messenger, select the contact and click **Menu > Contact options > Remove contact**.

2. Choose whether to block the contact.

3. Choose whether to delete the contact from your phone's contact list.

4. Click **OK**.

Sending instant messages

You can send instant messages with emoticons, and even talk by sending a voice clip. While chatting, you can send and receive files directly on a message window. You can also start conversations with several contacts and switch between their message screens, or you can invite participants to join in a conversation.

To start and end conversations

1. In the contact list, select a contact then click **Send IM** to open a message screen.

2. Send an instant message. See "To send an instant message with emoticon" for details.

3. To start a conversation with another contact, scroll left or right to go back to the contact list, then select another contact and click **Send IM** again. Another message screen opens.

4. To switch from one message screen to another, scroll left or right to the display picture of the contact whom you want to talk to.

Pictures of contacts with whom you're talking to

5. To end a conversation with the current contact, click **Menu > End conversation**.

6. To end all active conversations, click **Menu > End all conversations**.

To send an instant message with emoticon

1. Select a contact and start a conversation.

2. Enter your text message in the text entry area of the message screen.

3. To add an emoticon, click **Menu > Add emoticon** then select an icon from the list of emoticons.

4. Click **Send**.

Tips • To send a file, click **Menu > Send**. You can choose to send a picture, voice clip or any file.

• To invite one or more contacts to the conversation, click **Menu > Options > Add participant**.

To send a voice message

1. Select a contact and start a conversation.

2. Click **Voice clip** then start talking.

3. After you have spoken a message, click **Send**.

Personalizing Messenger

While on the contacts list, you can do the following:

• Click **Menu > Change status** to set your current status (such as Busy, Out to lunch, etc.) so that your contacts know whether you are available or not.

• Click **Menu > Change appearance** to change your display name, add a personal message, and add your picture.

• Click **Menu > Sort by** to organize contacts by online status, groups, name, or email address. You can also hide offline contacts from the contact list.

• Click **Options** to see more settings.

8.8 System Center Mobile Device Manager

System Center Mobile Device Manager is a server-side solution that provides a more secure and efficient management of Windows Mobile-powered phones.

Note The phone needs to be connected using a data connection for the System Center Mobile Device Manager to manage the Windows Mobile phone.

Device Enrollment

Enrolling your phone in your company's domain enables the System Center Mobile Device Manager to manage the phone. This lets the System Center Mobile Device Manager administrator securely install software, disable features, provide phone updates, and more.

To enroll, click **Start > Settings > Connections > Domain Enrol**.

Note Please ask your system administrator for more details about enrolling your phone in the System Center Mobile Device Manager.

Managed Programs

Managed Programs lets you download and install applications that are deployed by the System Center Mobile Device Manager. Managed Programs also lets you view programs that were installed from the System Center Mobile Device Manager.
To access Managed Programs, click **Start > Settings > Managed Programs**.

Note Please ask your system administrator for more details about Managed Programs.

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Chapter 9
Navigating on the Road

9.1 Google™ Maps (Available by Country)

Google™ Maps lets you track your current location, view real-time traffic situations, and receive detailed directions to your destination. It also provides a search tool where you can locate places of interest or an address on a vector or a satellite map.

Note   You need an active data connection or Wi-Fi connection to use Google Maps.

Opening Google Maps
Click **Start > Google Maps**.

Note   The first time you open Google Maps, you must read and agree to the terms and conditions to be able to run Google Maps.

Your current location.

Click to open a menu where you can view your current location, get directions, zoom in, see traffic information, and more.
Click **Menu > Help > Tips** to learn more about the program.

Click to search for places of interest and addresses.

Notes • Currently, traffic information is only available for the U.S.

• Click **Menu > Options > Reset Google Maps** to reset the Google Map cookies, history of search terms, preferences, and image cache.

Searching for places of interest

You can search and locate a place of interest using Google Maps. Google Maps also shows the contact information and gives directions on how to get to the place of interest from your current location.

Note You can also search for keywords, addresses, and postal codes.

1. On the Google Maps screen, click **Search**.

2. Enter the place of interest you want to go to (for example, museum of modern art), then click **Search**.

3. In the search results list, click an item to view its contact information.

4. On the **Address** tab, you can:

   • Click the web address to open the web site of the place of interest.

   Note This information only appears when the web site of the place of interest is available.

   • Click the **[phone number]** to call the place of interest that you have selected.

   • Click **Directions to here** or **Directions from here** to get directions on how to get to the place of interest from your current location or vice versa.

   • Click **Send as text message** to send the contact information via SMS.

   • Click **Search nearby** to search for other places of interest near your current location.

For more information about Google Maps, go to: http://www.google.com/gmm/index.html.

9.2 Guidelines and Preparation for Using GPS

If you install a GPS software on your phone, please follow these guidelines before and when using your phone as a GPS device.

- Do not operate the GPS system while driving. The plotted GPS route is only for driving reference. It should not interfere with actual driving behavior.

- Do not leave your phone in a vehicle or expose the phone to direct sunlight to avoid overheating the battery, which could cause damage to the phone or pose a risk to the vehicle.

- When using the phone inside a vehicle, use the car holder to mount the phone securely in place. Avoid placing the phone in the areas shown in the following diagram:

  1. Do not place where it will block the driver's vision.

  2. Do not place where air bags could deploy.

  3. Do not place anywhere in the vehicle without securing the phone in the holder.

- Please use the GPS system cautiously. Users shall be liable for any damages resulting from negligent operation of the system.

- The GPS signal cannot pass through solid non-transparent objects. Signal reception may be affected by obstructions such as high-rise buildings, tunnels, bridges, forests, weather (rainy or cloudy days), etc. If the vehicle's visor contains metal, it will be difficult for the GPS signal to pass through.
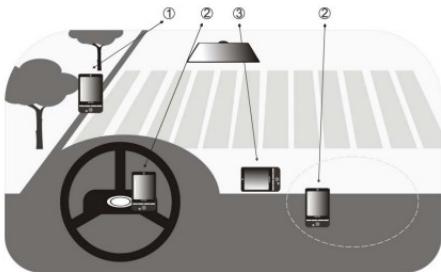
- Wireless communication products (such as mobile phones or radar-detecting devices) may interfere with the satellite signal, resulting in unstable signal reception.
- The Global Positioning System (GPS) is built and operated by the US Defense Department. The Department is responsible for the accuracy and maintenance of the system. Any changes that the Department makes may affect the accuracy and function of the GPS system.

9.3 Downloading Satellite Data via QuickGPS

Before you start using your phone for GPS navigation, open the **QuickGPS** program first to download ephemeris data (current satellite position and timing information) onto your phone. This data is needed to determine the GPS position of your current location.

QuickGPS downloads ephemeris data from a web server, instead of from the satellites, using the Internet connection on your phone, which can be via Wi-Fi, ActiveSync or GPRS/3G. This significantly speeds up the time for determining your GPS position.

To open QuickGPS
Click **Start > QuickGPS**.

To download data
Click **Download** on the QuickGPS screen.

On the screen, initially, you will see the **Valid time** of the downloaded data. As time passes, the remaining days and hours of validity will be shown.

To speed up GPS positioning, download the latest ephemeris data when the validity of the data expires.

Download options

To configure download times, click **Menu > Options** and choose from the available options:

- **Remind me when data expires**.
  Enables your phone to display a reminder message when the validity of the ephemeris data has expired.

  When you see the reminder message, click **Menu** to dismiss the reminder or to set the snooze time so that you will be reminded again. Click **OK** to open the QuickGPS program and download the latest data.

- **Auto download when data expires**.
  Allows ephemeris data to be automatically updated onto your phone when the data has expired.

- **Auto download when connected to PC via ActiveSync**.
  Allows ephemeris data to be automatically downloaded via ActiveSync to your phone when your phone is connected to your computer. Your computer must be connected to the Internet in order to download data.

  Note   The ephemeris data is stored on HTC web servers. QuickGPS is preconfigured to connect to these servers.

9.4 Windows Live Search

Windows Live™ Search is a separate program that offers you a fast, easy way to find and view maps and local information on your phone. With Windows Live™ Search, you can:

- Browse through local listings of categories.
- Locate nearby restaurants, shopping centers, etc., and check for street addresses and phone numbers.
- View maps with directions to and from a location.
- View traffic information.

To open Windows Live Search

1. Click **Start > Live Search**.
2. Read the Service Agreement, and if you agree with the terms of service, click **Accept**.
3. On the Welcome screen click **OK**.

   Note You may be prompted to install an update for Live Search. Click **Yes** to install the update.

The Live Search main window appears.
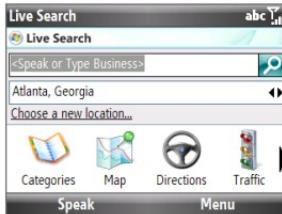
To find a location

1. Specify first where the location is near. You can select from the list of cities.

   You can also select **Change Location** to enter a city, select on a map, or get a contact's address.

2. Enter the location that you want to find and then press the CENTER OK key.

3. The Search Results screen then shows a list of matched places. Use the navigation key to browse through the list. As you browse, the address, phone number, and estimated distance of a selected item are displayed.

4. Select the desired location in the Search Results screen.

5. On the Details screen:

   • Click **Map** to see the location on a map.

   • Select **Directions to Here** for instructions on how to reach the location.

   • Select **Search Near Here** to find addresses, businesses, or other places of interest near the location.

Note   If you connect a Bluetooth GPS receiver and set it up on your phone, Live Search can track your current position. You can use your current position as a starting point for finding a desired location. See the user manual of your GPS device for more details.

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Chapter 10
Camera and Multimedia

10.1 Taking Photos and Videos with the Phone Camera

Taking photos and shooting video clips are easy with your phone's built-in 2.0 megapixel camera.

To open Camera

Do either of the following:

- Press 🔲. and then press 🔲.
- On the Home screen, click **Start > Camera** or **Video Recorder**.

To exit Camera

Press END/POWER.

Note   Pressing END/POWER simply "minimizes" the Camera program, it is still running in the background. To close the Camera program, go to Task Manager.

Installing a storage card

If you have a microSD card inserted, you will be prompted to choose whether to save your pictures on the microSD card or the phone. Select the location for storing pictures and videos taken with the camera and click **OK**.

Taking photos or capturing video clips

Aim the camera at the subject and then press CENTER OK to take the shot. When capturing video, press CENTER OK to start recording; press it again to stop.

Capture modes

To change the capture mode

On the Camera screen, scroll right or left with the TRACKBALL to change the capture mode.

The Camera program lets you capture pictures and video clips by using various built-in modes. The title bar displays the active capture mode.

The available capture modes are as follows:

Icon	Capture mode	Function
▢○	**Photo**	Captures standard still images.
▢▪	**Video**	Captures video clips, with or without audio.
▽	**MMS Video**	Captures video clips suitable for sending via MMS.
▣	**Contacts Picture**	Captures a still image suitable for assigning as an identification photo to a contact.
▣	**Picture Theme**	Captures still images and places them within frames.
▥	**Panorama**	Captures a sequence of still images continuously in one direction, and stitches the images together to create a panoramic view of a scenery.

Using the above capture modes, the camera captures files in the following formats:

Capture type	Format
Still Image	JPEG
Video / MMS Video	MPEG-4 (.mp4) H.263 baseline (.3gp)

Camera mode icons and indicators

The camera icons and indicators disappear after a few seconds if there is no user interaction. Scroll the TRACKBALL, press any key on the keypad, or press the left/right SOFT KEYS to display the icon indicators again.

The Camera [Photo] screen
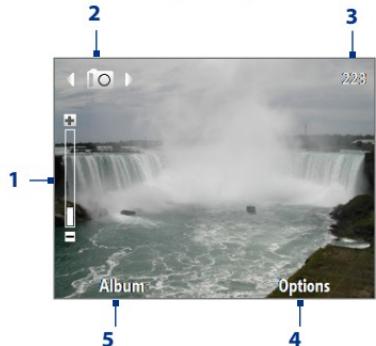
1. Indicates the current zoom ratio. Scroll up or down to increase or decrease the zoom level.
2. Indicates the current capture mode.
3. Depending on the capture mode, this shows the remaining available number of pictures that you can take or remaining duration that can be recorded. While recording video, this shows the recorded duration.
4. Click to open the Camera settings menu.
5. Click to open Album.

The Camera [Video] screen
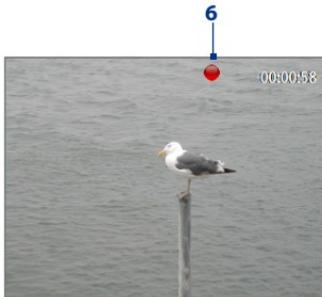
6. The Recording Status indicator blinks while video recording is in progress.

The Camera [Picture Theme] screen

7 Displays the current and total number of photos that can be taken using the selected template.

Using zoom

Before capturing a still image or a video clip, you can first zoom in to make the object in focus move closer, and you can zoom out to make the object move farther away. In all capture modes, scroll up with the TRACKBALL to zoom in, scroll down to zoom out.

The camera zoom range for a picture or video depends on the capture mode and capture size. Also, please note the capture sizes available for certain capture formats also vary from one capture mode to another.

The Review screen

After capturing a photo or video, you will be presented with options that you can do with the captured media file.

Press	To
![back]	Go back to the Camera screen.
![delete]	Delete the captured media.
![send]	Send the captured image or video clip to someone via email or MMS.
![contact]	Associate the photo to a selected contact.
![view]	View the image in Album or play back the video in Windows Media Player.
![hide]	Hide the Review screen icons. Press again to show the icons.

Customizing Camera Advanced settings

On the Camera screen, click **Options** on the Camera screen to open the Camera Advanced settings where you can activate the self-timer, change the ambience, customize capture settings, and more.

Use the TRACKBALL to go through the available settings.

Option	Allows you to
Mode	Select the capture mode to use.
Self-timer	Select the Self-timer option for capturing images: **Off**, **2 seconds**, or **10 seconds**. Selecting **2 seconds** or **10 seconds** delays the capturing by the specified time after you press CENTER OK.
Brightness	Adjust the brightness from **-2** to **+2** (increments of 0.5).
White Balance	Specify the white balance setting such as **Auto**, **Daylight**, **Night**, **Incandescent**, and **Fluorescent** to suit the lighting environment.
Resolution	Choose the resolution to use. The resolution options depend upon which camera mode you are using.
Capture Format (Video and MMS Video modes only)	Select whether to use **MPEG4** or **H.263**.
Template (Picture Theme mode only)	Choose one of the four templates to use for Picture Theme mode.
Quality	Select the JPEG image quality level for all captured still images. You can choose from **Basic**, **Normal**, **Fine**, and **Super Fine**. This option is available in all modes except Video and MMS Video.
Time Stamp (Photo mode only)	Choose whether or not to include the shooting date and time on captured photos.
Storage	Select where you want to save your files. You can either save the files to the main memory or to a storage card.

Option	Allows you to
Direction (Panorama mode only)	Choose in what direction images will be stitched in a panorama.
Stitch Count (Panorama mode only)	Select the desired number of snapshots to be taken and stitched into a panorama.
Keep Backlight	Choose whether to turn the backlight on or off while using the camera. This overrides your phone backlight settings while you are using the camera.
Shutter Sound	Choose whether or not you want the camera to make a shutter sound when you take photos or record video clips.
Review Duration	Set a time length for displaying the captured image or video on the Review screen before automatically saving it and returning to the live Camera screen. Select **No Limit** to allow the picture to be displayed until you choose to take another action. Select **No Review** to immediately return to the live Camera screen after capturing.
Effect	Choose a special effect such as **Grayscale**, **Sepia**, or **Negative** to apply to your photos or video clips. **Note**: White Balance cannot be applied if an Effect has already been applied.
Metering Mode	Select a metering mode to allow the camera to measure the amount of light in the center and around the image and calculate the best-fit exposure value before capturing. Choose either **Center Area** to measure light using the center area of the image or **Average** to measure light using the area all around the image.
Record with Audio (Video and MMS Video modes only)	Select **On** to record audio while capturing video clips. This is selected **On** by default. If you select **Off** and then capture a video clip, it will have no audio.

Option	Allows you to
Prefix	Set a prefix to image or video filenames. When Default is selected as the prefix, the filename of each new captured file is set to "IMAGE" or "VIDEO" followed by a sequential number, for example: IMAGE_001.jpg. You may also choose to prefix filenames using either the current **Date** or **Date & Time**. **Note:** If you set the Camera to save captured photos to a storage card, the prefix cannot be selected. Captured photos will be named using the DCIM (Digital Camera Images) naming standard.
Counter	Select **Reset** to reset the naming counter to 1.
Flicker Adjustment	When taking indoor shots, flicker on the camera screen may be caused by interference from fluorescent lighting. To reduce flicker, change the flicker adjustment setting to **Auto** or to the proper frequency (**50Hz** or **60Hz**) of the country where your phone is being used.
Template Folder (Picture Theme mode only)	By default, templates are stored in the \My Documents\Templates folder on the phone's main memory. If you transferred some templates to a storage card (using File Explorer), set this option to **Main + Card** to specify that templates are located in both the main memory and the storage card.
Show Reminder (Contacts Picture mode only)	Select **On** to be prompted to set the picture to a contact after taking a contact picture. Select **Off** to disable the prompt.
Recording Limit	Specify the maximum time or file size for recording video clips.
About	Display the Camera's firmware information.

10.2 Album

View your images and videos that you captured using the Camera program in Album. Album offers a host of features that let you rotate images, view your images as a slide show, use images as contact pictures, and more.

Note   Album can only display files using the JPEG, MPEG4 or H.263 file formats.

To open Album
Do one of the following:

- •   Click **Start > Album**.
- •   In the Camera program, click **Album**.

Click to go to the
Camera program
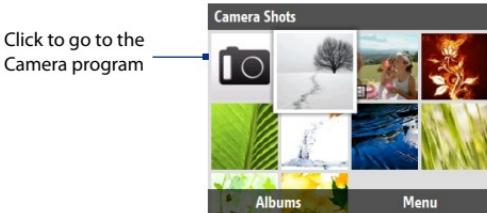
To view an image in full screen
On the main Album screen, use the TRACKBALL to select the image you want to view and then press CENTER OK. While viewing the image, click **Zoom In** to zoom in on the image.

Note   If you do not see **Zoom In** on the screen, press CENTER OK to show the menu bar at the bottom of the screen.

While zoomed in, use the TRACKBALL to pan the image. Click **Zoom Out** to zoom out of the image.

To go to the next image

Scroll right or left with the TRACKBALL to go to the next or previous image.

Note If you are zoomed in on an image, you need to zoom out first before you can go to the next or previous image.

To view the images as a slide show

On the Album screen, select the image where you want to start the slideshow from and then click **Menu > Slideshow**. The slideshow automatically starts playing back from the selected image

Tips • Press CENTER OK to pause the slideshow playback. Press CENTER OK again to resume playback.

• On the main Album screen, click **Menu > Options** to set slide show options such as transition to use and duration of each image.

To play back video files

On the main Album screen, click the thumbnail of the video file you want to play back. Windows Media Player then plays back the file.

10.3 Pictures & Videos

The Pictures & Videos program allows you to view and manage media files on your phone.

To copy a picture or video clip to your phone
You can copy pictures and video files from your PC to the My Pictures folder on your phone, and then view them on your phone.

For more information about copying files from your PC to your phone, see Windows Mobile Device Center or ActiveSync Help on your PC.

Note   You can also copy pictures and video files from your PC to your phone using a memory card. Insert the memory card into the memory card slot on your phone, and then copy them from your PC to the folder you created on the memory card.

To view media files
1. On the Home screen, click **Start > Pictures & Videos**.
2. Select a media file and click **View** or **Play** (if video file) to view or play back the file.

Note   If you cannot find the media file in the default My Pictures folder, click **Menu > Folders > My Device** to go to other folders.

This icon indicates that the file is a video file. Click **Play** to play back the file in Windows Media Player Mobile.

This icon indicates that the file is a GIF animation file. Click **View** to play back the file.

Pictures & Videos menu

Select a media file onscreen and click **Menu** to open a list of options that you can do with the selected media file.

You can choose to send the selected media file via one of your messaging accounts, beam it to another device, play the pictures as a slide show, send the picture to your Windows Live MySpace account, and more.

Click **Options** to customize picture settings and slide show playback preferences.

Note   The available menu options depend on the selected media file.

Tip   When viewing a picture, click **Menu > Use as Home Screen** to set the picture as your Home Screen background. You can also do minor touch ups to the picture such as rotate and crop by clicking **Menu > Edit**.

10.4 Windows Media Player Mobile

You can use Microsoft® Windows Media® Player Mobile for Smartphone to play digital audio and video files that are stored on your phone or on a network, such as on a Web site.

To open Windows Media Player Mobile, click **Start > Windows Media**.

About the controls

By default, these hardware buttons are assigned to Windows Media Player Mobile functions.

Tip To change the assigned hardware buttons, on the Playback screen, click **Menu > Options > Buttons**.

To have Fast forward/Rewind function, you can assign the hotkey under **Windows Media Player** > **Menu** > **Options** > **Buttons**.

To	Press
Play or pause	CENTER OK
Skip to a previous file	TRACKBALL scroll left
Skip to the next file	TRACKBALL scroll right
Increase the volume	TRACKBALL scroll up
Decrease the volume	TRACKBALL scroll down
Turn the sound on or off quickly (mute)	#
Switch to full screen during video playback	0
Change rating	*

About the screens and menus

Windows Media Player Mobile has three primary screens:

Playback screen
The default screen that displays the playback controls and the video window.

Now Playing screen
This special playlist indicates the current file being played and files that are queued up to play next.

Library screen
The screen that lets you quickly find your audio files, video files, and playlists.

Click **Menu** to open a list of options that you can do in a particular screen The commands on this menu vary, depending upon which screen you are viewing.

About licenses and protected files

Some media files have associated licenses that protect them from being unlawfully distributed or shared.

If you want to copy a protected file from your PC to your phone, use the Windows Media Player on your PC to synchronize the file to your phone. This will ensure that the license is copied along with the protected file. For more information about synchronizing files to your phone and other mobile devices, see the Windows Media Player Help.

Note You can view the protection status for a file by checking its file properties (**Menu > Properties**).

Copying files to your phone

Use the **Sync** feature in Windows Media Player on your PC to synchronize (copy) digital media files from your PC to your phone. Using **Sync** ensures that protected files and album art (for skins) are copied to your phone correctly.

To synchronize content to your phone automatically

1. On your PC, start Windows Media Player and then connect your phone to your PC.
2. In the Device Setup Wizard, type a name for the phone and click **Finish**.
3. On the leftmost pane, right-click your phone and select **Set Up Sync**.
4. On the Device Setup dialog box, select the **Sync this device automatically** and then select the playlists that you want to sync between the PC and your phone.
5. Click **Finish**.

Note   You can also sync your storage card if you have one installed on your phone. To sync, right-click **Storage Card**.

The files begin synchronizing to your phone. The next time you connect your phone to your PC while Windows Media Player is running, synchronization will start automatically.

To synchronize and copy content manually to your phone

1. If you have not set up synchronization between your phone and PC, follow steps 1 to 3 in "To synchronize content to your phone automatically."
2. Click the **Sync** tab on the Windows Media Player. Select a Playlist or a Library on the left panel of the Windows Media Player.
3. From the content list, drag files you want to sync to your phone to the right panel of the Windows Media Player.
4. Click **Start Sync** to start copying files to your phone.

Playlists and Library list

Drag files from the content list to sync to your phone
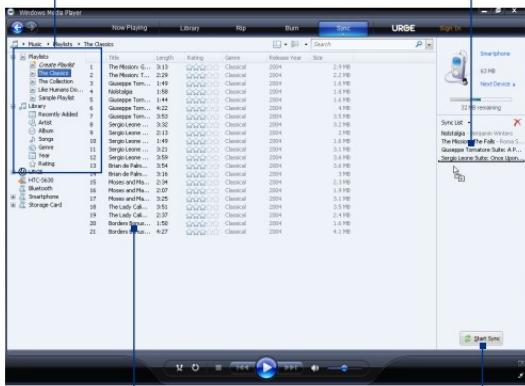
Playlist or library content list

Start Sync

Notes
- Always use Windows Media Player 11 on your PC to synchronize (copy) files to your phone.

- Audio files copy faster if Windows Media Player is configured to automatically set the quality level for audio files copied to your phone. For more information, see the Windows Media Player Help.

Playing media

To play media on your phone

Use the library to find and play songs, videos, and playlists that are stored on your phone or storage card.

1. If you are not on the Library screen, click **Menu > Library**.

2. If necessary, on the Library screen, click **Menu > Library**, and then select the library that you want to use.

3. In most cases, Windows Media Player Mobile automatically updates the library. However, you can manually update the library to ensure that it contains new files that you recently copied to your phone or storage card. Click **Menu > Update Library** to manually update the library list.

4. Select a category (for example, **My Music** or **My Playlists**), select the item that you want to play (such as a song, album, or artist name), and then click **Play**.

Note   To play a file that is stored on your phone but is not in a library, on the Library screen, click **Menu** > **Open File**. Select the item that you want to play (such as a file or a folder), and click **Play**.

Troubleshooting

For more information, see the Troubleshooting Windows Media Player Mobile page at the Microsoft Web site (http://www.microsoft.com/windows/windowsmedia/player/windowsmobile/troubleshooting.aspx).

10.5 **Streaming Media**

The Streaming Media program allows you to stream live broadcasts or on-demand media content from the Web. You do not have to wait until the entire media content is completely downloaded before watching the video or hearing the sound. The media is sent in a continuous stream to your phone and is played as it arrives, along with the audio.

Press	To
CENTER OK	Play or pause playback.
Scroll left	Rewind
Scroll right	Fast forward
Left SOFT KEY	Play the video in full screen. While watching in full screen, press the BACK key (◄—) to return to normal viewing mode.

The Streaming Media program allows you to play 3GP and MPEG-4 files. It also supports playback of SDP (Session Description Protocol) files. An SDP file is a text file that contains the format, broadcast times, media content, and other information about a live broadcast, or it may contain a playlist and links to prerecorded media files if you are viewing on-demand streaming media.

To access streaming content via Internet Explorer
In Internet Explorer, you can open a Web page containing http links to streaming media content and play the content in the Streaming Media program.

1. On the Home screen, click **Start > Internet Explorer.**
2. Click **Menu > Go to Web Address**. In the address bar, enter the URL address of the Web page that contains the http link to the desired ***.3gp**, ***.mp4**, or ***.sdp** file.
3. On the Web page, select the RTSP link and press CENTER OK.
4. Streaming Media opens and starts playing the file. During playback, use the button controls to play/pause the video or view in full screen mode. Use the volume keys on the side of the device to adjust the audio volume.

To stream media files directly on the Streaming Media Player
Streaming Media only supports RTSP links when you stream ***.3gp** and ***.mp4** files directly on the program.

Note   Before you launch the Streaming Media program, make sure that you are connected to the Internet.

   1. On the Home screen, click **Start > Streaming Media.**

   2. From the program, click **Menu > Connect.**

   3. Enter the URL for the Web site (rtsp://) and the file name.

   4. Click **Go.**

   5. Streaming Media then starts playing the file. During playback, use the button controls to play/pause and adjust the sound volume.

To view streaming video file information
You can view the properties and general information of a streaming video clip, such as file format, audio codec, dimension, frames, and duration of the video.

Click **Menu > Properties** from the program.

To configure streaming video connection settings
Click **Menu > Options** to configure the following settings:

   • **Playback**. Specify the media buffer (in terms of duration) to allot for storing video and audio data while streaming media.

   • **Networks**. Choose whether you want to connect to the Internet or corporate network (intranet) to locate a streaming video clip. Specify also a range of port numbers to use for streaming.

   • **Video**. Start with full screen, or with video adjusted to best fit.

10.6 Audio Manager

Audio Manager is a music browser and player in one. It gives you access to all the music files on your phone, and allows you to easily browse for the music that you want to play by organizing music into categories.

To open Audio Manager
Click **Start > Audio Manager**.

Notes • Audio Manager searches for all music files stored on your phone memory and storage card that have the following audio formats: MP3, WMA, AAC, and AAC+.

  • Music files are categorized under **Artists**, **Album**, **Genre**, etc. if such metadata are found in the files.

Library

On the Audio Manager's **Library** screen, an arrow that appears in an item indicates that there is a submenu available. Use the TRACKBALL to go through the items and press CENTER OK to open the submenu.

Library: Main screen   Library: All Songs screen

No.	Description
1	Open the **All Songs** submenu where you can browse music files by file name or song title.
2	Open the **Playlists** submenu where you can create playlists and play them back.
3	Open a submenu where you can browse music files by the selected category.

No.	Description
4	Click to switch to the Music Player screen. (Music Player does not automatically start playback. Press CENTER OK to start playback.)
5	Shows the current submenu name.
6	Click to go up one level.
7	Shows the song titles or file names of music files when you are in the **All Songs** submenu. Use the TRACKBALL to select a music file and play it in the Music Player.
	Shows more submenus when you are in one of the category screens, such as **Artists**, **Album**, etc. Press CENTER OK to open a submenu.

When you press CENTER OK on a category on the Library's Main screen, you will see more submenus which may have deeper levels of menus. For example, when you select **Artists**, another level of submenus will be listed showing artist names. Keep opening the submenus until you reach the level where song titles can be selected for playback.

Music files that are protected by Digital Rights Management (DRM) will be listed under the **Protected** category. A lock icon shown before song titles indicates that the music files are protected. A cross-marked lock icon shown before song titles indicates that the rights for the music files have expired, and you will not be able to play them.

Note When you exit Audio Manager and open it again, it will display the last submenu that you were in. Click **Up** until you reach the Library's Main screen.

Music Player

Music Player is integrated with Audio Manager, and lets you play back music files. After selecting a song in the Library, Music Player opens and automatically plays it.

Note If the last screen you were in was the Music Player when you closed Audio Manager, next time you launch Audio Manager, it will open Music Player directly. To switch back to the Library, click **Library**.

Shuffle and Loop indicators

Shows the playback time. Click **Menu > Time Display** to choose the display format for the playback time (**Elapsed** time or **Remaining** time).

Control	To
Press CENTER OK	Play/Pause the song.
Press and hold **1**	Move backward in a song.
Press and hold **3**	Move forward in a song.
Scroll left/right	Go to the previous/next song.
Press VOLUME BUTTONS up/down	Increase/Decrease the volume.
Press **4**	Shuffle songs during playback.
Press **7**	Loop songs during playback.
Library	Return to the Library screen.
Menu	Open a menu where you can choose to add the current song to a playlist, set the playback mode, set the song as ring tone, and more.

Playlists

A playlist is a list of music files that play in a sequential order. The Playlists screen shows the current playlists that are found on the phone memory and storage card.

There are two types of playlists that will be shown on the Playlist screen:

- **Windows Media Player playlists**. These are playlists that are in Windows Media Player Mobile's Library (which is synchronized with Windows Media Player on your computer), and they are indicated by the Windows Media Player icon (![icon]). They can be played in Audio Manager's Music Player but cannot be edited.

- **Custom playlists**. These are playlists that are created in Audio Manager and can be edited.

Notes • Audio Manager searches for playlists in the following locations:
Phone: \Application Data\HTC\AudioManager\playlists
Storage card: \Storage Card\Playlist

  • If a Windows Media Player playlist contains a combination of music, video and image files, Audio Manager accesses the music files only and filters out the other media types.

To create a playlist

1. On the Library's Main screen, select **Playlists and press CENTER OK**.
2. On the Playlists screen, click **Menu > New**.
3. Enter a **Playlist name** then click **OK**.
4. On the Playlists screen, select the playlist you have just created and then click **Menu > Edit**.
5. Click **Menu > Add**.
6. Select the songs you want to add to the playlist by pressing **CENTER OK**, or click **Menu > Select All** to choose all the songs.
7. Click **OK** thrice to return to the Playlists screen.

Setting music as a ring tone

Audio Manager allows you to select your favorite music and set it as a ring tone for your phone.

1. Select a song in the Library, or select a song to play it in Music Player.
2. Click **Menu > Set as Ring Tone**.
3. Select **Set as Default Ring Tone** and press **CENTER OK**.
4. A confirmation message is then displayed. Click **OK**.

Note If the selected song is in MP3 format, you can trim it first to make it shorter. Click **Trim** to open the MP3 Trimmer and trim the song.

Tip If you only want to save the song to the ring tone folder for future use, select **Save to Ring Tone Folder**. Later on, you can click **Start > Settings > Sounds** to set it as your ring tone.

To trim the MP3 file

This control		Does this
1	**Title**	Shows the name for the song.
2	**Duration**	Shows the length of the song after trimming.
3	**Time**	Shows the playback time when the song is played.

This control		Does this
4	**OK**	Click to confirm trimming the file.
5	**Cancel**	Click to exit MP3 Trimmer without trimming the file.
6	**Start Point/End Point points**	Shows the current start and end points of the song. The song will be trimmed based on these points.
7	**Start Point/ End Point**	Allows precise marking of the start and end times of the song that will be used for the file.
8	**Play/Stop**	Press CENTER OK to toggle between playing and stopping playback.

10.7 JBlend

Use JBlend to download, install and manage MIDlets or MIDlet suites on your device. MIDlets are Java applications such as games and tools that can run on mobile devices, while a MIDlet suite is a collection of one or more MIDlets. Your device supports Java 2 Micro Edition (J2ME).

To open JBlend
Click **Start > Accessories > JBlend**.

Installing and running MIDlets/MIDlet suites

To download and install from the Internet
1. Open Internet Explorer.
2. Navigate to the web page with the link for the MIDlet/MIDlet suite you want to download, and click the link.
3. Follow the onscreen instructions to install and run the MIDlet/MIDlet suite.

Notes • You can cancel the installation at any time.

• Downloaded MIDlets will be automatically saved in the My Documents folder.

To install from a PC
You can install the MIDlets/MIDlet suites on your phone from a PC using the USB sync cable, or Bluetooth. MIDlets copied to your phone using Bluetooth or email attachments are automatically saved in the My Documents folder.

To install from your device
1. On the JBlend screen, click **Install > Local Install**. The program then searches for MIDlets/MIDlet suites on your device and displays them in a list.
2. From the list, select the MIDlet/MIDlet suite that you want to install and press CENTER OK.
3. Follow the onscreen instructions to install and run the MIDlet/MIDlet suite.

To run MIDlets/MIDlet suites on your phone
On the JBlend screen, open the folder that contains the MIDlet/MIDlet suite, and then click the MIDlet/MIDlet suite.

Managing MIDlets/MIDlet suites
You can organize the MIDlets/MIDlet suites into folders. You can also uninstall, move or rename MIDlets/MIDlet suites.

To update a MIDlet/MIDlet suite
1. On the JBlend screen, select the MIDlet/MIDlet suite that you want to update.
2. Click **Menu > Application > Update Info**. JBlend then searches for updates for the selected MIDlet/MIDlet suite.

To uninstall a MIDlet
Before you uninstall a MIDlet/MIDlet suite, make sure that it is not running.
1. On the JBlend screen, select the MIDlet/MIDlet suite that you want to remove.
2. Click **Menu > Application > Delete**.
3. Click **Yes** to confirm.

Note To uninstall all MIDlets and folders,, click **Menu > Application > Delete All**.

Chapter 11
Using Other Applications

11.1 Microsoft® Office Mobile

Microsoft® Office Mobile consists of three applications that let you view and edit Microsoft documents. These three applications are:

- **Microsoft® Office Word Mobile:** view and edit Microsoft Word documents and text files.
- **Microsoft® Office Excel® Mobile:** view and edit Microsoft Excel worksheets.
- **Microsoft® Office PowerPoint® Mobile:** view Microsoft PowerPoint slides.
- **Microsoft® Office OneNote® Mobile:** lets you easily create notes with audio and images.

To learn how to copy files, see "Copying and Managing Files" in Chapter 4.

To use Microsoft Office Mobile

1. Click **Start > Office Mobile**.
2. Click the Office Mobile application that you want to use.

Word Mobile and Excel Mobile do not fully support some features of Microsoft® Office Word and Microsoft® Office Excel®. To see a complete list of features that are not supported in Word Mobile and Excel Mobile, see Help on your device.

Tips • By default, Word Mobile saves documents in **.docx** format, while Excel Mobile saves workbooks in **.xlsx** format. If you want to open these types of files on a computer that uses Microsoft Office 2000, Office XP, or Office 2003, you need to download and install the **File Format Converter** in your computer.

You can find this converter at http://www.microsoft.com/downloads/details. aspx?FamilyId=941B3470-3AE9-4AEE-8F43-C6BB74CD1466&displaylang=en.

- If you want Word Mobile to save documents in **.doc** format, click **Menu > Tools > Options** (or **Menu > Options** when no document is opened), then change the **Default template** to **Word 97-2003 Document (.doc)**.

- If you want Excel Mobile to save workbooks in a format that is compatible with Microsoft Office 2000, Office XP, or Office 2003, click **Menu > Options** (with no workbook opened), then change the **Template for new workbook** to **Blank 97-2003 Workbook**.

11.2 Adobe® Reader® LE

Adobe® Reader® LE lets you view Portable Document Format (PDF) files.

When you open a password-protected PDF file, you will be prompted to enter the password before the file can be opened.

To open a PDF file on your phone
1. Click **Start > Adobe Reader LE**.
2. Click **Open**.
3. Browse to a folder and click the PDF file you want to open.

Note   To open another PDF file, click **Menu > Open > Browse**. You can also open a PDF file from File Explorer by clicking it.

To navigate through a PDF file
You can do any of the following:

- Use the TRACKBALL to scroll through the pages.
- Click **Tools > Go To** and select an option to go to a specific page in the PDF file.
- Click **Tools > Zoom** to zoom in and out on the document.

11.3 Speed Dial

You can create speed dial entries for frequently-called numbers or frequently-accessed items so you can dial a number or access an item by pressing a single key.

To create a speed dial entry for a contact
   1. On the Home panel, click **Contacts**.
   2. Select a contact and press CENTER OK to view the contact details.
   3. Select the desired phone number and click **Menu > Add to Speed Dial**.
   4. Enter appropriate details in **Name**, **Value**, and **Keypad assignment**.
   5. Click **Done**. To quit at any time during this process, click **Menu > Cancel**.

To create a speed dial entry for an item
   1. On the Home screen, click **Start** then highlight the item you want.
   2. Click **Menu > Add Speed Dial**.
   3. Enter details in **Name and Keypad assignment**.
   4. Click **Done**. To quit at any time during this process, click **Menu > Cancel**.

Note   The first speed dial location is generally reserved for your voicemail. Speed Dial uses the next available location by default. If you want to place a number in a location that is already used, the new number replaces the existing number.

To retrieve a voicemail message
On the Home screen, press and hold **1** to access your voice mailbox, and follow the prompts to retrieve your messages.

To make a call or launch a program using Speed Dial
If you have assigned a speed dial (for example, the second location) to a contact or a program in Speed Dial, you can simply press and hold the 2 key on the phone keypad to dial the contact's number or open the program.

To delete a speed dial entry
   1. On the Home screen, click **Start > Speed Dial**.
   2. Select the desired entry and click **Menu > Delete**.

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Appendix

A.1 Specifications

System information	
Processor	Qualcomm® MSM7225™, 528MHz
Operating system	Microsoft® Windows Mobile® 6.1 Standard
Memory	• ROM: 256 MB • RAM: 192 MB SDRAM
Dimensions (LxWxT)	116.5 x 61.5 x 12.0 mm (4.59 x 2.42 x 0.47 inches)
Weight	120 grams (4.23 ounces) with battery pack
Display	2.4 inch TFT-LCD with QVGA resolution
Network	**HSPA/WCDMA** 850/2100 MHz Up to 2 Mbps up-link and 7.2 Mbps down-link speed **Quad-band GSM/GPRS/EDGE** Europe/Asia: 850/900/1800/1900 MHz (Band frequency and data speed are operator dependent.)
Device Control	Trackball with Center OK (Enter) button
Keyboard	4-row QWERTY keyboard
GPS	Internal GPS antenna
Connectivity	Bluetooth® 2.0 with Enhanced Data Rate and A2DP for stereo wireless headsets Wi-Fi®: IEEE 802.11 b/g HTC ExtUSB™ (11-pin mini-USB 2.0 and audio jack in one)
Camera	2.0 megapixel color camera with fixed focus

Audio Supported Formats	AAC, AAC+, eAAC+, AMR, AWB, QCP, MP3, WMA, WAV, MIDI
Video Supported Formats	WMV, ASF, MP4, 3GP, 3G2, M4V, AVI (Motion JPEG only)
Battery	Rechargeable Lithium-ion battery Capacity: 1500 mAh **Standby time**: Up to 480 hours for WCDMA Up to 380 hours for GSM **Talk time:** Up to 300 minutes for WCDMA Up to 510 minutes for GSM (The above are subject to network and phone usage.)
Expansion Slot	microSD™ memory card (SD 2.0 compatible)
AC Adapter	Voltage range/frequency: 100 ~ 240V AC, 50/60 Hz DC output: 5V and 1A

Note: Specifications are subject to change without prior notice

A.2 Regulatory Notices

Regulatory Agency Identifications

For regulatory identification purposes, your product is assigned a model number of **MAPL130**.

To ensure continued reliable and safe operation of your device, use only the accessories listed below with your **MAPL130**.

The Battery Pack has been assigned a model number of **RHOD160**.

This product is intended for use with a certified Class 2 power supply unit, rated 5 Volts DC, maximum 1 Amp.

European Union Notice

Products with CE marking comply with the R&TTE Directive (1999/5/EC), the EMC Directive (2004/108/EC), and the Low Voltage Directive (2006/95/EC) issued by the Commission of the European Community.

Compliance with these directives implies conformity to the following European Norms (in parentheses are the equivalent international standards).

- **EN 60950-1 (IEC 60950-1)**

  Safety of Information Technology Equipment.

- **EN 301 511**

  Global system for mobile communications (GSM); Harmonized EN for mobile stations in the GSM 900 and GSM 1800 bands, covering essential requirements of article 3.2 of the R&TTE directive (1995/5/EC).

- **EN 301 489-1**

  Electromagnetic compatibility and Radio spectrum Matters (ERM); ElectroMagnetic Compatibility (EMC) standard for radio equipment and services; Part 1: Common technical requirements.

- **EN 301 489-3**

  Electromagnetic compatibility and Radio Spectrum Matters (ERM); ElectroMagnetic Compatibility (EMC) standard for radio equipment and services; Part 3: Specific conditions for Short-Range Devices (SRD) operating on frequencies between 9 kHz and 40 GHz

- **EN 301 489-7**

  Electromagnetic compatibility and Radio spectrum Matters (ERM); ElectroMagnetic Compatibility (EMC) standard for radio equipment and services; Part 7: Specific conditions for mobile and portable radio and ancillary equipment of digital cellular radio telecommunications systems (GSM and DCS).

- **EN 301 489-17**

  Electromagnetic compatibility and Radio spectrum Matters (ERM); ElectroMagnetic Compatibility (EMC) standard for radio equipment and services; Part 17: Specific conditions for 2.4 GHz wideband transmission systems and 5 GHz high performance RLAN equipment.

- **EN 301 489-24**

  Electromagnetic compatibility and radio spectrum matters (ERM); Electromagnetic compatibility (EMC) standard for radio equipment and services; Part 24: Specific conditions for IMT-2000 CDMA direct spread (UTRA) for mobile and portable (UE) radio and ancillary equipment.

- **EN 301 908-1 & 2**

  Electromagnetic compatibility and Radio spectrum Matters (ERM); Base Stations (BS), Repeaters and User Equipment (UE) for IMT-2000 Third Generation cellular networks; Part 1: Harmonized EN for IMT-2000, introduction and common requirements, covering essential requirements of article 3.2 of the R&TTE Directive.

- **EN 300 328**

  Electromagnetic compatibility and Radio spectrum Matters (ERM); Wideband Transmission systems; data transmission equipment operating in the 2.4 GHz ISM band and using spread spectrum modulation techniques.

- **EN 300 440-1**

  Electromagnetic compatibility and Radio spectrum Matters (ERM); Short range devices;Radio equipment to be used in the 1 GHz to 40 GHz frequency range; Part 1: Technical characteristics and test methods.

- **EN 300 440-2**

  Electromagnetic compatibility and Radio spectrum Matters (ERM); Short range devices; Radio equipment to be used in the 1 GHz to 40 GHz frequency range; Part 2: Harmonized EN under Article 3(2) of the R&TTE Directive.

- **EN 50360 / 50361**

  Product standard to demonstrate the compliance of mobile phones with the basic restrictions related to human exposure to electromagnetic fields (300 MHz - 3 GHz).

- **EN 50371**
  Generic standard to demonstrate the compliance of low power electronic and electrical apparatus with the basic restrictions related to human exposure to electromagnetic fields (10 MHz - 300 GHz) - General public.
- **EN 62311:2008**
  Assessment of electronic and electrical equipment related to human exposure restrictions for electromagnetic fields (0 Hz – 300 GHz).
- **EN 62209-1:2006**
  Human exposure to radio frequency fields from hand-held and body-mounted wireless communication devices. Human models, instrumentation, and procedures Part 1 : Procedure to determine the specific absorption rate (SAR) for hand-held devices used in close proximity to the ear (frequency range of 300 MHz to 3GHz.

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This equipment may be operated in:							
AT	BE	BG	CH	CY	CZ	DE	DK
EE	ES	FI	FR	GB	GR	HU	IE
IT	IS	LI	LT	LU	LV	MT	NL
NO	PL	PT	RO	SE	SI	SK	TR

Safety precautions for RF exposure

- Use only original manufacturer-approved accessories, or accessories that do not contain any metal.
- Use of non-original manufacturer-approved accessories may violate your local RF exposure guidelines and should be avoided.

Exposure to Radio Frequency (RF) Signals

Your device contains a radio transmitter and receiver. The radiated output power is far below the international radio frequency exposure limits. These limits are part of comprehensive guidelines and establish permitted levels of RF energy for the general population. The guidelines are based on the safety standards previously set by international standards bodies:

- American National Standards Institute (ANSI) IEEE. C95.1-1992
- National Council on Radiation Protection and Measurement (NCRP). Report 86. 1986
- International Commission on Non-Ionizing Radiation Protection (ICNIRP) 1996
- Ministry of Health (Canada), Safety Code 6. The standards include a substantial safety margin designed to assure the safety of all persons, regardless of age and health.

The exposure standard for wireless mobile phones employs a unit of measurement known as the Specific Absorption Rate, or SAR. The standard incorporates a substantial margin of safety to give additional protection for the public and to account for any variations in usage.

As with other mobile radio transmitting equipment, users are advised that for satisfactory operation of the equipment and for the safety of personnel, it is recommended that no part of the human body be allowed to come too close to the antenna during operation of the equipment.

Your device has an internal antenna. Use only the supplied integral antenna. Use of unauthorized or modified antennas may impair call quality and damage the phone, causing loss of performance and SAR levels exceeding the recommended limits as well as result in non-compliance with local regulatory requirements in your country.

To assure optimal phone performance and ensure human exposure to RF energy is within the guidelines set forth in the relevant standards; always use your device only in its normal-use position. Do not touch or hold the antenna area unnecessarily when placing or receiving a phone call. Contact with the antenna area may impair call quality and cause your device to operate at a higher power

level than needed. Avoiding contact with the antenna area when the phone is IN USE optimizes the antenna performance and the battery life.

Body-worn measurements were tested for typical body-worn operations with the back of the device kept 1.5 cm from the body.

SAR Information

0.88W/Kg@10g (Body), 1.15W/Kg@10g (Head)

Telecommunications & Internet Association (TIA) safety information

Pacemakers

The Health Industry Manufacturers Association recommends that a minimum separation of six inches be maintained between a handheld wireless phone and a pacemaker to avoid potential interference with the pacemaker. These recommendations are consistent with the independent research by and recommendations of Wireless Technology Research. Persons with pacemakers:

- Should ALWAYS keep the phone more than six inches from their pacemaker when the phone is turned ON.
- Should not carry the phone in a breast pocket.
- Should use the ear opposite the pacemaker to minimize the potential for interference. If you have any reason to suspect that interference is taking place, turn your phone OFF immediately.

Hearing Aids

Some digital wireless phones may interfere with some hearing aids. In the event of such interference, you may want to consult your service provider, or call the customer service line to discuss alternatives.

Other Medical Devices

If you use any other personal medical device, consult the manufacturer of your device to determine if they are adequately shielded from external RF energy. Your physician may be able to assist you in obtaining this information.

Turn your phone OFF in health care facilities when any regulations posted in these areas instruct you to do so. Hospitals or health care facilities may be using equipment that could be sensitive to external RF energy.

WEEE Notice

The Directive on Waste Electrical and Electronic Equipment (WEEE), which entered into force as European law on 13th February 2003, resulted in a major change in the treatment of electrical equipment at end-of-life.

The purpose of this Directive is, as a first priority, the prevention of WEEE, and in addition, to promote the reuse, recycling and other forms of recovery of such wastes so as to reduce disposal.

The WEEE logo on the product or on its box indicates that this product must not be disposed of or dumped with your other household waste. You are liable to dispose of all your electronic or electrical waste equipment by relocating over to the specified collection point for recycling of such hazardous waste. Isolated collection and proper recovery of your electronic and electrical waste equipment at the time of disposal will allow us to help conserving natural resources. Moreover, proper recycling of the electronic and electrical waste equipment will ensure safety of human health and environment. For more information about electronic and electrical waste equipment disposal, recovery, and collection points, please contact your local city centre, household waste disposal service, shop from where you purchased the equipment, or manufacturer of the equipment.

RoHS Compliance

This product is in compliance with Directive 2002/95/EC of the European Parliament and of the Council of 27 January 2003, on the restriction of the use of certain hazardous substances in electrical and electronic equipment (RoHS) and its amendments.

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